



VetSkill Privacy Notice

This privacy policy sets out how Vet Skill Ltd (VetSkill) collects, stores, uses and protects any information that you provide to VetSkill when you use our website.

By registering with us you are consenting to VetSkill processing your personal data in accordance with this policy.

VetSkill will review and update this policy as and when required, therefore you should always check back to this policy to ensure that you are aware of any changes.

Collection of data

VetSkill collects information about you when you use our website in the following ways:

- via cookies
- by completing forms
- subscribing to newsletters
- submitting an enquiry
- requesting information
- completing a survey

VetSkill is committed to ensuring that your privacy is protected. Should we ask you to provide certain information, by which you can be identified, you can be assured that it will only be used in accordance with this policy.

How we use cookies

A cookie is a small file which is placed on your computer/device when you access a website. Cookies allow a website to recognise your computer/device.

- **Session Cookies** – these expire at the end of your browsing session.
- **Persistent Cookies** - these reside on your computer device for a longer period of time.

VetSkill website uses both types of cookie. However, no personal information such as your email address is stored on this website. We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

In general, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This, however, may prevent you from taking full advantage of the website.

Links to other websites

Our website may contain links to the websites of our partners, regulators, affiliates or third party organisations. When using these links please be aware that you will leave our site and that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting other sites and as such, these sites are not governed by this privacy statement.

We recommend that you exercise caution and look at the privacy statement applicable to the website in question before submitting any personal information.

How we use the information submitted on forms

Our employees may access information about you to maintain our records, or to help improve our service. The information we collect through enquiries or booking forms on our website is used to respond to those enquiries or to process administration tasks within VetSkill such as:

- sending newsletters and/or notifications if you have signed up to receive them
- to provide you with information about our products or services
- updating our administration records

Keeping your data secure

We will comply with all relevant legislation, including the Data Protection Act 1998 and are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure to this information we have put in place suitable procedures to safeguard and secure the information we collect online.

Controlling your personal information

For your protection, we will not sell, distribute or lease any personally identifiable information collected via the web to third parties without your permission unless under certain conditions. For example, we may be required to provide information to our regulators or if we are required by law to do so.

Unsubscribing

If you have previously agreed to us using your personal information e.g. when you have attended a VetSkill event or completed any VetSkill forms or surveys, you may change your mind at any time. If you wish to unsubscribe from any future marketing communications please contact us at privacy@vetskill.com.

Access to information

You have the right to request a copy of the information we hold about you at any time by contacting us at privacy@vetskill.com.

Corrections

If we hold any inaccurate or incomplete information about you then we will correct this on request. Please contact us at privacy@vetskill.com.

Any queries relating to this statement should be made to privacy@vetskill.com.