



WEBSITE PRIVACY AND COOKIES POLICY

The following statement explains our policy regarding the personal information we collect about you.

1. Introduction

- 1.1 This policy covers Together's use of personal information that Together collects when you use www.togethertv.com
- 1.2 Together is owned by The Community Channel, a charitable Community Benefit Society registered with the FCA (RS007400) and HMRC (EW58536)
- 1.3 From time to time, you will be asked to submit personal information about yourself (e.g. name and email address) in order to contact Together.
- 1.4 By entering your details in the fields requested, you enable Together to provide you with information you require. Whenever you provide such personal information, we will treat that information in accordance with this policy.
- 1.5 When using your personal information Together will act in accordance with current legislation and aim to meet current Internet best practice
- 1.6 If you provide the email address of a third party to Together, we understand that you have permission to use this email address
- 1.7 This web site does not automatically capture or store personal information, other than logging the user's IP address and session information such as the duration of the visit and the type of browser used. This is recognised by the web server and is only used for system administration and to provide statistics, which Together compiles to evaluate site use. Please see our cookie policy below.

Together
Finsbury Business Centre
40 Bowling Green Lane
info@togethertv.com
London EC1R 0NE

020 3196 1562

www.togethertv.com



- 1.8 Links to other web sites included on www.togethertv.com do not imply any endorsement, validation or responsibility by Together as to the content or privacy policies of such sites.
 - 1.9 We cannot guarantee that these links will work all of the time and we have no control over the availability of the linked pages.
- 2. Use and storage of your personal information**
- 2.1 When you supply any personal information to www.togethertv.com we have legal obligations towards you in the way we use this data.
 - 2.2 We must collect the information fairly, that is, we must explain how we will use it and tell you if we want to pass the information on to anyone else.
 - 2.3 In general, any information you provide to Together will only be used within Together and the software and platforms it uses for communications
 - 2.4 Your information will be disclosed where we are obliged or permitted by law.
 - 2.5 Also, if you post or send offensive, inappropriate or objectionable content anywhere on or to www.togethertv.com or otherwise engage in any disruptive behaviour on www.togethertv.com, Together can use whatever information that is available to it about you to stop such behaviour.
 - 2.6 This may involve informing relevant third parties such as your employer, e-mail/Internet provider and law enforcement agencies about the content.
 - 2.7 We will hold your personal information on our systems for as long as you use the service you have requested. We will ensure that all personal information supplied is held securely, in accordance with the Data Protection Act 1998.



- 2.8 We will not contact you for promotional purposes, such as notifying you of improvements to the service or new services on www.togethertv.com unless you specifically agree to be contacted for such purposes at the time you submit your information on the site, or at a later time if you sign up specifically to receive such promotional services.
- 2.9 The Lawful Basis for holding your data is Consent, namely if you submit your personal data, including name and email address, when you sign up to our newsletters or submit comments on the website.
- 2.10 The GDPR definition for Consent is “any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.”
- 2.11 Access to your personal data will be restricted to relevant employees only.
- 2.12 This data will be held on cloud-based software services (e.g. MS Exchange for Outlook emails, Box document storage), some of which will be hosted on servers outside the EEA.
- 2.13 Appropriate safeguards have been implemented which protect your rights in accordance with current data protection laws
- 2.14 Consent can be withdrawn at any time and for more information visit: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/consent/>
- 2.15 Our data controller is Francesca Aita, Marketing Manager, or her successor



3. Access to your personal information

- 3.1 You have the right to request a copy of the personal information Together holds about you and to have any inaccuracies corrected.
- 3.2 By providing us with your information you will have the right to access and rectify your personal details. If you did wish to access your data, you shall have the right to view or receive a copy of the information in a commonly used format such as a pdf document or an e-mail. Any information which is processed by automated means and is purely required for the performance of a contract, may be transmitted to another data controller if you request it.
- 3.3 You may also have the right to ask for the processing of your personal data to be restricted or even erased. Whether or not you exercise the right to erasure, the Company will erase your personal data in certain situations and particularly when the data is no longer required.

4. Disclaimer

- 4.1 As far as is reasonably possible, Together will ensure that information provided on this website is accurate. Together cannot accept any liability whatsoever for omission or error.
- 4.2 Equally, as we regularly virus check materials, we cannot accept any responsibility for any disruption of damage that may occur during use of this website.

5. Intellectual property

- 5.1 Users of this site may not print, download or in any manner copy images or text from the site, except for personal, non-commercial use, without permission from Together. Please email us at info@togethertv.com

6. How Cookies are used by Together

- 6.1 Cookies cannot be used to identify you personally. These pieces of



information are used to improve services for you through, for example:

- enabling a service to recognise your device so you don't have to give the same information several times during one task
- recognising that you may already have given a username and password so you don't need to do it for every web page requested
- measuring how many people are using services, so they can be made easier to use and there's enough capacity to ensure they are fast
- analysing data to help us understand how you use our services so we can improve them

6.2 Cookies are stored in the computer's memory only during your browsing session and are automatically deleted from your computer when the browser is closed.

6.3 These cookies usually store a session ID that is not personally identifiable to users, allowing you to move from page to page without having to log-in repeatedly.

6.4 Session cookies are never written on the hard drive and they do not collect any information from your computer. Session cookies expire at the end of your browser session and become no longer accessible after the session has been inactive for a specified length of time, usually 20 minutes.

7. Our use of third-party Cookies

7.1 We use Google Analytics to collect anonymous information about users' activity on the site, for example the number of users viewing pages on the site, to monitor and report on the effectiveness of the site and help us improve it.

7.2 The User and Event Data Retention within Google Analytics is set to 'Do Not Automatically Expire'. Google Analytics data will be stored indefinitely, subject to acceptance and interaction of Google Analytics cookies. No personal information is held.

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Cookie	Name	Purpose	More information
Google Analytics	_gat _ga _gid AMP_TOKE N _Gac_<pr operty- id> _utma _utmt _utmb _utmc _utmz _utm	These cookies are used to collect information about how visitors use our site. We use the information to compile reports and to help us improve the site. The cookies collect information, including IP address, including the number of visitors to the site, where visitors have come to the site from and the pages they visited.	https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage
Cookie	Name	Purpose	More information
Cloudflare	_cfduid	The _cfduid cookie is used to identify individual clients behind a shared IP address and apply security settings on a per-client basis	https://support.cloudflare.com/hc/en-us/articles/200170156-What-does-the-Cloudflare-cfduid-cookie-do-

7.3 Google Analytics uses "cookies", which are text files placed on your computer, to help us analyse how users use



the site. The information generated by the cookie about your use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States.

- 7.4 Google will use this information for the purpose of evaluating your use of the website, compiling reports on website activity for our website operators and providing other services relating to website activity and internet usage.
- 7.5 Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser. However, please note that if you do this you may not be able to use the full functionality of this website

8. How to opt out of cookies

- 8.1 Our website works better with cookies enabled. Our cookies don't give us or anyone else access to your personal data. We advise you to keep cookies enabled. However, you can choose to reject cookies.
- 8.2 You can use your browser to delete and reject cookies. There are instructions on [how to delete cookies](#) and [how to control cookies](#) on the 'About Cookies' website.
- 8.3 To opt-out of being tracked by Google Analytics across all websites visit <http://tools.google.com/dlpage/gaoptout>

9. Objections

- 9.1 At any time you may have the right to object to the processing of your personal data where processing is not conducted for legitimate business purposes.



9.2 If you exercise this right, then unless we have compelling reasons not to, we shall cease to process your data wherever data protection laws allow.

10. Complaints

10.1 In the event that you should have a complaint about how your data has been processed by us, we would like to hear from you so that we may put it right.

10.2 However, you will always have the right to lodge a complaint with the Information Commissioners Office via www.ico.org.uk

11. Changes to this Privacy Policy

11.1 From time to time we will review and may edit this Privacy Policy in accordance with potential business changes and as required by law. We reserve the right to change this Privacy Policy at any time by posting an amended Privacy Policy to this Site.

11.2 Your continued use of this Site indicates your acceptance of the latest versions of this Privacy Policy.

12. Contact

11.2 If you have any queries about the Privacy Policy or you wish to speak to us about how your information will be used, then please contact Francesca at francesca@togethertv.com