

Fenagh Development Company Ltd.

Privacy Policy

Fenagh Development Company Ltd. manage Fenagh Visitor Centre & Fenagh Community Centre. This privacy policy will explain how our organisation uses the personal data we collect from you.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us
- How to contact the appropriate authorities

What data do we collect?

Fenagh Development Company Ltd. collects the following data:

- Personal identification information for bookings (Name, email address, phone number);
- For birthday parties we ask for the name and age of the child whose party it is. It is optional to provide this information, and is used only to assist with decoration of the play area.

How do we collect your data?

You directly provide Fenagh Development Company Ltd. with most of the data we collect. We collect and process data when you:

- Book online, in person, or via the telephone to use one of our products or services. These are:
 - Play & birthday party bookings for the Monk's Den Soft Play Area;
 - Use of meeting rooms in Fenagh Visitor Centre & Fenagh Community Centre;
 - Classes, events and workshops which take place on our sites or are run and managed by Fenagh Development Company Ltd.;
- Voluntarily complete our annual Community Survey or provide feedback via comments on our website, in our suggestion box, or via email;
- Use or view our website via your browser's cookies;

- Voluntarily join a What's App group for one of our specific groups (e.g. Fenagh Book Club, Fenagh Tidy Towns);
- CCTV in Fenagh Visitor Centre & Fenagh Community Centre.

Our company also receives your data from the following sources:

- Your Days Out – who provide the online booking platform for our services;
- Other local development organisations and groups who may refer people to us for our services.

How will we use your data?

Fenagh Development Company Ltd. collects your data so we can:

- Process and manage your booking with us;
- Communicate with winners of prize draws (for example with the Community Survey).

When Fenagh Development Company processes your booking, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases.

How do we store your data?

Fenagh Development Company Ltd. securely stores your data:

- Online on the Your Days Out website;
- In our bookings diary (name and phone number only).

Fenagh Development Company Ltd. will keep your name, phone number and email address for 5 years. Once this time period has expired, we will delete your data by:

- Shredding booking diaries;
- Securely deleting online booking records.

Marketing

Fenagh Development Company only send marketing to those who:

- Have voluntarily joined a What's App group for a specific group / activity (e.g. Fenagh Book Club, Fenagh Tidy Towns);
- Follow our social media accounts;
- Have set up an RSS feed from our website.

If you receive marketing through any of the above mentioned means, you may always opt out at a later date.

What are your data protection rights?

Fenagh Development Company Ltd. would like to make sure you are fully aware of all your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request copies of your personal data from Fenagh Development Company Ltd. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Fenagh Development Company Ltd. correct any information you believe is inaccurate. You also have the right to request Fenagh Development Company Ltd. to complete information you believe is incomplete.

The right to erasure – You have the right to request that Fenagh Development Company Ltd. erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Fenagh Development Company Ltd. restrict the processing of your personal data, under certain conditions.

The right to object processing – You have the right to object to Fenagh Development Company Ltd.'s processing of your personal data, under certain conditions.

The right to data portability – You have the right to request that Fenagh Development Company Ltd. transfer the data that we have collected to another organisation, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: fenaghvisitorcentre@gmail.com

Call us at: +353 71 9645590

Or write to us: Fenagh Visitor Centre, Fenagh, Co. Leitrim, N41 E2R6

What are cookies?

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit www.allaboutcookies.org

How do we use cookies?

Fenagh Development Company Ltd. uses cookies in a range of ways to improve your experience on our website, including:

- Understanding how you use our website.

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- **Functionality** – Fenagh Development Company Ltd. uses these cookies so we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in.
- **Session cookies** – Fenagh Development Company Ltd. uses these cookies to store information about user page activities so users can easily pick up where they left off on the server's pages. Session cookies tell the server what pages to show the user so the user doesn't have to start navigating again from scratch.

How to manage cookies

You can set your browser not to accept cookies, for information about how to do this, visit www.allaboutcookies.com. However, in a few cases, some of our website features may not function as a result.

Privacy policies of other websites

The Fenagh Development Company Ltd. website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy. This is especially important for Your Days Out, the third party company we use for online bookings. You can read their privacy policy here: <https://www.yourdaysout.com/service/privacy-statement>

Changes to our privacy policy

Fenagh Development Company Ltd. keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 6th December 2023.

How to contact us

If you have any questions about Fenagh Development Company's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: fenaghvisitorcentre@gmail.com

Call us: +353 71 9645590

Or write to us at: Fenagh Visitor Centre, Fenagh, Co. Leitrim, N41 E2R6

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Fenagh Development Company Ltd. has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Email: info@oic.ie

Phone: +353 1639 5689

Address: 6 Earlsfort Terrace, Dublin 2, D02 W773