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Data Protection Policy

Updated 12/18/18

INTRODUCTION

In line with the European General Data Protection Regulations, this is our GDPR statement which helps you to understand clearly who we are and how we use and protect any information that you give us when you use our website or contact us by another means. Camp Encore/Coda is committed to ensuring that your privacy is protected and that there is transparency with regard to the processing of your information. Should we ask you to provide certain information by which you can be identified, then you can be assured that it will only be used in accordance with this statement.

WHO WE ARE

We are Camp Encore/Coda. Our full legal name is Camp Encore/Coda II, LLC and our registered office is at 32 Grassmere Rd., Chestnut Hill, MA 02467. We can also be reached at 617-325-1541 or jamie@encore-coda.com.

WHAT WE COLLECT

Your personal details, which will probably include your name and your contact details and may include the names and ages of your children as submitted via email or on our camper registration form, staff application form or website inquiry form.

WHAT WE DO WITH THE INFORMATION WE GATHER

Camp Encore/Coda will collect and hold your data for the purpose of delivering services and information to you that you have requested and to correspond with you about our camp. Your data is stored and managed on our computers. If you have requested information from Camp Encore/Coda, are registered as an alumni, completed a staff application, or submitted a completed registration form to us with payment for a summer camp we will include you on our mailing list for our regular newsletter and occasional news of Camp Encore/Coda promotions and offers. You can opt out of this communication permanently at any time.

The information we collect is only used for these purposes and only kept for so long as is necessary to achieve these purposes. We will never pass your information to any party outside of Camp Encore/Coda unless required by law to do so. We will never give, sell or lease your personal information to anyone outside of Camp Encore/Coda.

SECURITY

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect.

LINKS TO OTHER WEBSITES

Our website may contain links to other websites. However, once you have used a link to leave our site, you should note 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 while visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

WHAT ARE COOKIES?

A cookie is a small encrypted text file stored on your web browser from websites. They are widely used by online businesses to collect data to learn more about their visitors in general. Some of the data collected includes origins of web traffic, amount of visitors and a visitors' operating systems and browser types. Camp Encore/Coda may employ the use of online services which use cookies. You can disable the use of cookies in your browser settings.

DATA PROTECTION AND REMOVAL OF DATA

You may request details of personal information which we hold about you or your child. If you would like a copy of the information we keep on our systems about you and your child please write to the Camp Encore/Coda office at 32 Grassmere Rd., Chestnut Hill, MA 02467. If you believe that any information we are holding is incorrect or incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect. You can ask us at any time to delete the information we hold on you or your child by emailing jamie@encore-coda.com, by calling 617-325-1541, or by writing to our office.