

## Privacy Policy

We respect your privacy and are committed to protecting any data you share with us. We will not pass on your information to third parties unless required to do so for legal reasons.

### 1. What information will Just This require from me?

- 1.1. In order to be on our mailing list, we will simply store your name, email address and which Sangha, if any, you consider yourself connected to the most.
- 1.2. In order to register for events, we will ask for your name, address, phone number and email address. We may also ask information about practice related needs – such as
  - 1.2.1. Whether you require a chair, or will sit on the floor for zazen.
  - 1.2.2. Any dietary requirements
  - 1.2.3. Any additional needs you may have in order for us to provide equal access.
- 1.3. We may also ask for feedback on your experience of events you attend and use this to inform future event planning.

### 2. Where will my data be stored and who will have access to it?

- 2.1. Payments will be taken by PayPal or bank transfer. We will not store your bank details, but there may be occasions when we may need to ask for them – for example, if we need to refund you.
- 2.2. We will store your information on our Google Account & IONOS Webmail system.
- 2.3. Members of the Umbrella group, and retreat organisers within the Sangha, are the only people who will have access to your information. They are all aware of the importance of keeping this information confidential.

### 3. What will happen to recordings of online Dharma talks or inquiry?

- 3.1. Certain events maybe recorded and be accessible in a public domain.
- 3.2. Participation constitutes consent to this.
- 3.3. Digital recordings are lasting records. Please keep this in mind.

### 4. How will you use my information to keep in contact with me about forthcoming events?

- 4.1. You will have opted into our mailing lists. You will receive information only from us, about regular events hosted by us or by our sister Sanghas, Open Door and Appamada, or Flint Sparks.
- 4.2. You can unsubscribe from our mailing list from any time by sending a message to [contact@justthiszen.org](mailto:contact@justthiszen.org) with “Unsubscribe” as the email subject.

### 5. How long will you keep my booking information?

- 5.1. We will retain your information in order to inform us about your current booking and future bookings.
- 5.2. If you request it, we will delete all information we hold about any bookings you may have made in the past or events attended. Please email us with the subject heading “Delete all my data”.

### 6. How secure is my information?

- 6.1. We will not sell or share your information with third parties.
- 6.2. We take very seriously the need to protect your information, however we cannot completely guarantee the possibility of a cyber attack. If this occurs, we will inform you as soon as possible to let you know of any information about you that has been compromised.
- 6.3. On this website we provide links to several other websites. Those sites are not governed by this privacy statement.

### 7. Can I see the information you hold on me?

- 7.1. Under the General Data Protection Regulation (<https://www.gov.uk/data-protection>) you can request a report telling you what information we hold on you. Please email us at: [contact@justthiszen.org](mailto:contact@justthiszen.org) to request this. We will need your full name and contact details and your relationship to Just This, as well a copy of an identifying document such as a driving license.

### 8. How do you use Cookies?

- 8.1. Our website only uses session cookies (only for the duration of your visit) to improve your browsing experience.
- 8.2. If you wish you can disable cookies. Please check the help section of your browser for more information or visit <https://www.aboutcookies.org.uk/>

### 9. How can I get further information?

- 9.1. E-mail [contact@justthiszen.org](mailto:contact@justthiszen.org) for further information.