

Privacy policy

Baxter & Bailey is committed to protecting and respecting your privacy.

This privacy policy explains how we collect personal data, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

What information do we collect and how do we use it?

Baxter & Bailey does not collect any unique information about you except when you specifically and knowingly provide such information. Baxter & Bailey collects data when you register to receive our email newsletter or via the completion of other sign up forms. We collect this data, via the email address provided, to share with you relevant Baxter & Bailey news and information such as:

- E-newsletters produced periodically
- Blog posts produced periodically on company and design related topics
- Trade Articles featuring company news and achievements (e.g. opinion, recruitment, awards etc)
- Event news and updates that we feel would be of interest to you

The e-marketing tool we use is Campaign Monitor. This software stores personal data on behalf of Baxter & Bailey to enable us to circulate Baxter & Bailey newsletters, news, publications and events by email to anyone who actively opts-in to receive such information.

We collect publicly available information across our Instagram, LinkedIn and Twitter feeds to monitor engagement and identify potential leads.

Your details are securely stored on our password protected CRM system and email databases on our secure password protected server. By providing personal details during registration you are consenting to the use of those details for the purposes of identifying you as a unique user.

The information you provide when registering will not be shared with any other entity or organisation, without your explicit consent.

We will not use the information submitted through the subscription process on the website for any other purpose and we will not pass your contact details to any third party for the purpose of making any marketing communication to you.

Baxter & Bailey currently does not use cookies to save information such as time of day, browser type and content requested when you visit our website.

All data collected will be held within the European Union and the European Economic Area or other territory complying with the legal and technical guidelines laid down for handling data by the European Union and will only be used for the specific purpose for which it was sought and to which you consented. It will not be used for any other purpose whatsoever. Any personal data we hold on you will be deleted or updated upon request and any inaccurate or misleading data held will be changed or deleted upon your request.

Your data rights

Details of the data we hold on you will be provided on request. Any request of this nature should be directed to the e-mail address shown at the bottom of this notice. As required by the General Data Protection Regulation (GDPR) Baxter & Bailey follows strict security procedures in relation to the storage and disclosure of information which you have given to us, to prevent unauthorised access or use of such data. In the event, however, that Baxter & Bailey or its employees are required to undertake any act under the Regulation of Investigatory Powers Act or similar legislation Baxter & Bailey or such person shall be entitled and occasionally obliged to do so without informing you. We would ask that in such circumstances you co-operate with Baxter & Bailey.

You have the right to access any of the information held about you by emailing studio@baxterandbailey.org.uk

You have the right to unsubscribe from our database by selecting the unsubscribe option at the bottom of any of our communications or by emailing studio@baxterandbailey.co.uk

You also have the right to request a copy, update or deletion of your personal data from Baxter & Bailey by emailing studio@baxterandbailey.co.uk

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