

Emma Thompson

The legal bit

I want you to feel safe and secure when reviewing my website so I have pulled together a comprehensive statement on how your information is used on this site and what is and is not within my control. Do make sure you are familiar with the content.

How accurate is the content of the site?

I take all reasonable care to ensure that the information on the site is current, true and accurate but sometimes I might miss something so if you are in any doubt about the details posted on the site, or if you require any further information, please contact me directly at emma@emmathompson.me.uk.

Is access available to all pages of the site?

Maintenance is required now and then to keep the information up to date so I may have to suspend or withdraw access to some or all of the pages of the site without notice. I do not warrant (1) the full functionality of the site, (2) that defects in the site will be corrected or (3) that the site or the server that makes it available is free of viruses or bugs.

Who is able to access the site?

I want to make sure the site is available to people of all abilities as far as I can.

The site coding passes both XHTML and CSS validation by [W3C](#) and passes automatic Priority Level Two checks.

Do you recommend any particular partners?

Where there are hypertext links to other web sites or contacts, they are provided for information only and such links do not constitute an endorsement or recommendation by me of any products or services in such sites. You use such links entirely at your own risk.

Who owns the content of the site?

Unless otherwise stated, all rights, including copyright, database rights and other intellectual property rights, in the site and its contents are owned by (or licensed to) Emma Thompson. In accessing the site, you agree that you will access the contents solely for your own private use or internal use within your employer's organisation, but not for any commercial or public use. You undertake not to copy, store in any medium (including in any other website), distribute, transmit, re-transmit, broadcast, modify or show in public any part of the site without my prior written permission or in accordance with the Copyright, Designs and Patents Act 1988.

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How may the site be used?

You agree to use the site only for lawful purposes and in a manner, which does not infringe the rights of, or restrict or inhibit the use and enjoyment of the site by any third party. You agree not to import or transfer to the site either directly or indirectly any information or other content which is or may be inaccurate, misleading, defamatory, obscene or offensive or in breach of any intellectual property right or similar right or damaging to the software or performance of the site.

What you, the visitor to the site, is responsible for

If you are in breach of these terms and conditions you agree to indemnify Emma Thompson in respect of any and all losses, costs or damages including reasonable legal fees incurred by me in relation to or arising out of such breach.

What personal information is collected?

I may collect the following information:

- Name and job title
- Contact information including email address
- Demographic information such as post code, preferences and interests
- Other information relevant to customer surveys and/or offers

A cookie is a piece of data sent to a web site user's browser and stored on a user's hard drive tied to session information about the user. On my site, cookies are used only as an aid to the user experience to enable a user's browser to remember pages from my site that have already been accessed. No personally identifiable information is stored in the cookie and once a browser is closed, the cookie terminates.

How do I use your information?

I require your personal information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping
- We may use the information to improve our products and services
- We may periodically send promotional email about new products, special offers or other information which we think you may find interesting using the email address which you have provided
- From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail
- We may use the information to customise the website according to your interests

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Where your contact information has been provided to me for the purposes of a seminar, event or similar activity to be held by me, your contact information may be passed to a third party such as an event management company to enable me to facilitate the seminar, event or similar activity.

If the contact information held by me changes or if you would like me to delete certain contact information from my records, please let me know at emma@emmathompson.me.uk.

What I can't control

My website may contain links to enable you to visit other websites of interest easily. However, once you have used these links 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 whilst 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.

Whilst I take all reasonable precautions to protect personally identifiable information from loss, misuse, alteration or destruction and comply with the Data Protection Act, data transmission over the internet may not be adequately secured by the sender. As a result, I cannot ensure the secure receipt of any information that is sent to me by this medium and any such information is sent at your own risk.

How can you control how your information is used?

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes
- If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us at emma@emmathompson.me.uk.

I may use your personal information to send you promotional information about third parties which I think you may find interesting if you tell us that you wish this to happen.

Do I give you access to your information?

You may request details of personal information which I hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to Emma Thompson, 23 Complins Close, Oxford OX2 6PZ.

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What if you don't accept the conditions?

I reserve the right to change these terms and conditions from time to time. Use of the site is subject to the terms and conditions posted on the site at the time of your visit. If you do not agree to the terms and conditions or any changes made to them then you must immediately stop using the site.

That's it in a nutshell. I'm interested in creating a valuable resource for you to use.

Happy browsing.

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