

PRIVACY POLICY

WEBSITE PRIVACY POLICY

The policy: This privacy policy is for this website: www.sarahjoylandon.co.uk and governs the privacy of its visitors. It explains how I comply with the EU's GDPR (General Data Protection Regulation) legislation and the DPA (Data Protection Act).

This policy will explain areas of this website that may affect your privacy and personal details, how I process, collect, manage and store those details and how your rights under the GDPR and DPA are adhered to.

THE DPA & GDPR MAY 2018

This website complies with the DPA (Data Protection Act 1998) and the GDPR (General Data Protection Regulation), effective from May 2018.

CONTACTING ME

This website, sarahjoylandon.co.uk, collects private user data using the following form: Contact Form – sarahjoylandon.co.uk/contact which generates emails sent to: sarahjoylandon@gmail.com

By completing this contact form you agree Sarah Joy Landon Photography contacting you about Sarah Joy Landon Photography's photography services. You will not be added to any mailing lists and will only be contacted by Sarah Joy Landon personally in relation to your enquiry.

Your personal details will not be used for any marketing purposes nor will they be passed onto any third parties. Your personal details will be also stored in the email generated by this contact form which will be filed in the email account for Sarah Joy Landon Photography which is hosted by Gmail.

EXTERNAL WEBSITE LINKS & THIRD PARTIES

Although I only look to include quality, safe and relevant external links, users are advised to adopt a policy of caution before clicking any external web links mentioned throughout this website.

I cannot guarantee or verify the contents of any externally linked website despite our best efforts.

Users should therefore note that they click on external links at their own risk and I cannot be held liable for any damages or implications caused by visiting any external links mentioned.

CLIENT DATA HELD ON FILE

I take care over the processes around looking after personal data stored on our physical systems.

Sarah Joy Landon Photography holds the following personal data of clients:

- i) names
- ii) addresses
- iii) phone numbers

within soft copy and sometimes hard copy contracts as well as soft copy wedding client 'day plan' documents. Soft copy contracts and day plans are safely stored within my password protected home

office PC and backed up to external hard drives. Hard copy contracts are filed in my secure home office. Client photos are safely stored within my password protected home office PC and backed up on hard drives.

CLIENTS AND WEDDING GUESTS CAPTURED IN PHOTOS

Under GDPR legislation, a photograph may in some instances constitute a form of personal data where they can be processed to allow "the unique identification or authentication of a natural person". Sarah Joy Landon Photography will never photograph an individual as a means of unique identification or authentication unless consensually contracted to do so. Guests at weddings appear in photos taken by Sarah Joy Landon Photography as a part of the visual recording of the event in photos. Guests captured in portraits or in group photos do so as part of the event and their rights are protected by Sarah Joy Landon Photography as detailed in this privacy policy.

In terms of explicit GDPR compliance, Wedding clients and guests are photographed within the parameters of GDPR legislation on the basis of 'legitimate interests'. The taking of photographs of wedding guests when viewed as a form of processing personal data is necessary for the legitimate interests of Sarah Joy Landon Photography as a photography business unless there is a good reason to protect a given individual's personal data which overrides those legitimate interests.

Operating within the parameters of legitimate interests as laid out in GDPR legislation, the disproportionate effort involved in providing privacy policy information to all wedding guests at the event and the degree to which it would distract us from performing our job renders it infeasible to do.

Wedding clients are therefore requested in their contract to direct their guests to read this privacy policy in advance of the event and to advise them to contact us in advance with any concerns round the processing of their personal data, namely being photographed.

SOCIAL MEDIA POLICY & USAGE

I adopt a safe and responsible Social Media Policy. While I may have official profiles on social media platforms users are advised to verify the authenticity of such profiles before engaging with, or sharing information with such profiles. I will never ask for personal details on social media platforms. Users are advised to conduct themselves appropriately when engaging with me on social media.

DISPLAY OF IMAGES

I may display any photographs to promote Sarah Joy Landon Photography on the Sarah Joy Landon Photography website, on social media, on photography blogs, on photography related websites, in exhibitions, in advertising, brochures, magazine articles and other such material, providing that the images used are used lawfully and without damage to Sarah Joy Landon's client(s). The rights of the people captured in these photographs are protected by Sarah Joy Landon Photography as detailed in this privacy policy.