



## Data Protection Statement

Fife Music School have created this privacy statement in order to show our commitment to our and your privacy. This page discloses the information gathering and dissemination practices for the website [www.fifemusicschool.com](http://www.fifemusicschool.com).

### Information Automatically Logged

This website uses various web analytics tools (such as Google Analytics) to help analyse how users use the site. These tools use 'cookies', which are text files placed on your computer, to collect standard internet log information and visitor behaviour information in an anonymous form. The information generated by the cookie about your use of the website (including your IP address) is transmitted to Google and sometimes other vendors. This information is then used to evaluate visitors use of the website and to compile statistical reports on website activity for [fifemusicschool.com](http://fifemusicschool.com).

If you leave a comment on our site you may opt-in to saving your name, email address and website in cookies. These are for your convenience so that you do not have to fill in your details again when you leave another comment. These cookies will last for one year.

If you edit or publish an article, an additional cookie will be saved in your browser. This cookie includes no personal data and simply indicates the post ID of the article you just edited. It expires after 1 day.

We will never (and will not allow any third party) use the statistical analytics tool to track or to collect any personally identifiable information of visitors to our site. The Web Analytics vendors do not associate your IP address with any other data held by them. Neither we nor the web analytics Vendors will link, or seek to link, an IP address with the identity of a computer user. We will not associate any data gathered from this site with any personally identifying information from any source unless you explicitly submit that information via a fill-in form on our website.

### Disabling and Enabling Cookies

You have the ability to accept or decline cookies by modifying the settings on your browser.

## Online Forms

When signing up to our email updates or classes, you agree that we may keep your data on file.

## Comments

When visitors leave comments on the site we collect the data shown in the comments form, and also the visitor's IP address and browser user agent string to help spam detection.

An anonymized string created from your email address (also called a hash) may be provided to the Gravatar service to see if you are using it. The Gravatar service privacy policy is available here: <https://automattic.com/privacy/>. After approval of your comment, your profile picture is visible to the public in the context of your comment.

## How long we retain your data

If you leave a comment, the comment and its metadata are retained indefinitely. This is so we can recognize and approve any follow-up comments automatically instead of holding them in a moderation queue.

If you sign up to email updates, we will hold your details indefinitely unless you click the option to unsubscribe provided in each email. When signing up for classes we will hold your data for as long as you attend classes.

For users that register on our website (if any), we also store the personal information they provide in their user profile. All users can see, edit, or delete their personal information at any time (except they cannot change their username). Website administrators can also see and edit that information.

## What rights you have over your data:

If you have an account on this site, or have left comments, you can request to receive an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative, legal, or security purposes.

## Where we send your data

Visitor comments may be checked through an automated spam detection service.

## Embedded content from other sites

Articles on this site may include embedded content (e.g. videos, images, articles, etc.). Embedded content from other websites behaves in the exact same way as if the visitor has visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracking your interaction with the embedded content if you have an account and are logged in to that website.

## External Links

This site contains (affiliate) links to some other sites. Fifemusicschool.com and its authors are not responsible for the privacy practices or the content of such websites.

## Personal Information

When you buy a product, comment or subscribe to an email list, we ask for your name & email address. Your email and any other information will only be used to contact you about updates on Fife Music School. Your **personal information will not be distributed** to anyone for any purpose.

## Security

This site has security measures in place to protect the loss, misuse, and alteration of the information under our control.

## Contacting Fife Music School

If you have any questions about this privacy statement, the practices of this site, or your dealings with this website, you can contact us using our [contact form](#).