

FuturePerfect Privacy Policy

[TRANSFORMATION DEVELOPMENT PARTNERSHIP LLP \(OC334978\)](#) trading as FuturePerfect

The Bungalow, Moggerhanger Park, Moggerhanger, MK44 3RW

1) **At the FuturePerfect, we're committed to protecting and respecting your privacy.**

This Policy explains when and why we collect personal information about people who visit our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time, so please check this page occasionally to ensure that you're happy with any changes. By using our website, you agree to be bound by this Policy.

Any questions regarding this Policy and our privacy practices should be sent by email to charles.mclachlan@futureperfect.company or by writing to Charles McLachlan, FuturePerfect, The Bungalow, Moggerhanger Park, Moggerhanger MK44 3RW.

2) **Who are we?**

We're the Transformation Development Partnership LLP trading as FuturePerfect. We are dedicated to building people's personal and professional capacity to do their future work. We operate training courses, events and programmes for personal and professional development. Our privacy policy covers the work of FuturePerfect and data captured by FuturePerfect on behalf of the CEO Growth Academy, Portfolio Executive Growth Academy, Christian Social Impact Network and The Fractional Frontier podcast.

3) **Collection and processing of Data**

Personal data is personally identifiable Data about you, like your name, address, e-mail address, or phone number, and that is not publicly available.

We may capture your information by registering interest on our website, through social media, training course registration, providing us with a business card, contacting us via phone or e-mail, or in becoming a customer for our associated activities

By registering with us, you have agreed to allow FuturePerfect to store, process, display and deal with your personal information to facilitate the use of the site and for the purposes of administration, analysis and direct marketing, not limited to the use of the FuturePerfect site. We also reserve the right to identify further and contact you using third party social networks.

We may analyse your personal information to create a profile of your interests and preferences so that we can contact you with relevant information. We may use additional information about you when it is available from external sources to help us do this effectively. For example, we may have purchased a license to use your data for professionally relevant direct marketing from a third party.

The legal basis for processing your data is 'contract' while you are a client or supplier and 'legitimate interest' if you are not an active member or supplier because FuturePerfect benefits commercially from active clients and would like you to become a client.

FuturePerfect does not use your data for any automated decision making or profiling.

FuturePerfect will keep your data for as long as we believe it is accurate and up to date.

4) Disclosure of information

FuturePerfect's use of your data for any of the purposes disclosed in this policy, or any other purposes disclosed in any separate communication, may involve FuturePerfect sharing it with third-party suppliers such as contractors, agents or professional advisers appointed by FuturePerfect to assist FuturePerfect in providing services, facilities and products.

These may include entities located in countries outside the European Economic area, who will be required to comply with our strict privacy requirements and to demonstrate that they follow best practice guidelines for data protection.

In no other case, unless obliged to do so by law, will FuturePerfect sell, rent, lease or otherwise share your Data with third parties unless you have provided your specific, positive and unambiguous consent.

5) What we use your data for

Data about you, provided to FuturePerfect, will be used for the purposes described at the time of collection. It may also be used for the other purposes described in this Policy. For instance, Data will be used by FuturePerfect to record website usage patterns and your use of FuturePerfect's other services, goods and facilities, thus helping us to administer these effectively and provide the highest possible level of service. It also helps us better understand your needs and interests.

If you are a FuturePerfect customer or supplier, your Data may be used to send you, by post by email or through social media, any publications made available to others, including regular monthly newsletters and updates on regional events and activities.

If you are not a FuturePerfect customer or supplier, your data may be used to send you regular updates about the latest information, events, and services available from FuturePerfect, by post, email, or social media.

Data may also be used to send you promotional communications as described in the 'Promotional Communications'.

6) Photo and Video Disclaimer

Images may be captured during events organised and/or hosted by FuturePerfect using film photography, digital photography, video or other mediums. FuturePerfect reserves the right to use the images captured in any brochures, booklets, videos, websites or other media and publicity material produced by FuturePerfect. Unless express objections are received individuals attending an event are deemed to have given their consent by attending or remaining at the event.

7) Promotional communications

Unless you have previously opted out of receiving such communications, FuturePerfect will use your Data for marketing, advertising and promotions ('Promotions'). These Promotions may advertise events and other services, goods and facilities, some of which are offered to

you in partnership with specially selected partners of FuturePerfect. Because of this, Data may be shared with them solely to inform you of such events, services, goods and facilities.

Other Promotional communications may also invite you to participate in surveys or prize events sponsored by third parties. These third parties will have been specially selected by FuturePerfect, and third-party Promotions will not result in your Data coming into the third party's possession unless you give separate consent to this occurring, for example, if you participate in a survey or prize draw or subsequently place an order with the third party. In that event, please check notices supplied by that third party for information as to how they will make use of your Data.

Promotional communications may be made by post, by email or social media.

8) Under 16

FuturePerfect is aimed at adults in the workplace, and we do not expect to engage individuals under 16, nor do we record data of people under 16. If you are aged 16 or under, please get your parent/guardian to contact FuturePerfect, to give their permission for us to store personal information about you.

9) Opting out

You may at any time opt out of any future FuturePerfect and associated group communication, digital or non-digital, Promotional or non-promotional. If you wish to opt out of receiving postal communications, please contact FuturePerfect. If you want to opt out of email communications, please use the 'Unsubscribe' link provided and follow the instructions. Alternatively, you can email charles.mclachlan@futureperfect.company.

FuturePerfect will retain your Data to know not to contact you again.

10) Surveys

FuturePerfect may, from time to time, invite you to participate in surveys. This may occur online or through other communication channels. Anonymity of individual respondents and protection of personal details will be maintained except where you have expressly granted permission to the contrary. Information gathered through surveys will be researched and compiled aggregated, and results may be published at futureperfect.company or elsewhere. Such results will not identify you. The information will help us formulate our policy positions and monitor or improve our products and services.

11) The Data Protection Act

We are registered to process personal data under the Data Protection Act 1998. Under the terms of the Act, we have a legal duty to protect any information we collect from you.

12) Security

FuturePerfect places great importance on the security of all Data associated with our customers and suppliers, and other contacts. We have security measures to protect against loss, misuse or alteration of Data under our control.

Unfortunately, no transmission over the Internet can be guaranteed to be 100% secure. As a result, while we strive to protect your personal data, we cannot guarantee the absolute security of any data you transmit. You are responsible for maintaining the security of your passwords in your possession and/or any account information in your control.

We limit access to personal information about you to staff who we believe reasonably need to use that information to provide services to you or to do their jobs.

We take all reasonable precautions to keep your personal information secure and we have put in place physical, electronic, and procedural safeguards to protect personal information about you.

13) Maintaining the information we hold about you

FuturePerfect aims to keep the Data it holds about you accurate and up to date. As a contact if at any time, you want to verify, update or amend any Data we hold about you or if you become aware of possible errors or inaccuracies in that Data please contact us directly as above;

If you wish to opt out of further use of your Data for any purpose, please refer to 'Opting Out.' (section 9)

14) Right to request information and contact details

You have the right to request a copy of any personal data held by FuturePerfect at any time, to check its accuracy. If you wish to do this, please write (explaining that your interest is in personal data maintained by FuturePerfect to the address above.

15) Cookies

Our websites and the tools we use may place certain information automatically onto a user's hard drive when a user views the site (known as a "Cookie"). Cookies are used to help FuturePerfect provide and improve its services to the registered user. A user can configure the Internet browser to reject a Cookie. Further information about this can be found in the Internet browser software instructions or help screen.

FuturePerfect may provide hyperlinks to other websites outside the FuturePerfect Site. These Conditions will not govern the use of websites outside FuturePerfect's Site. The user is responsible for checking the other websites and any privacy policies that may govern those websites to find out how the operators will treat the data of those websites.

We currently use Analytical software to measure and analyse visitor information related to our website. Your IP address, Internet traffic data, and data on your browser type and PC are collected for that purpose. We will not use any of this data to identify you personally, it is used only to monitor and improve our site.

16) Changes to this privacy policy

Due to changes in legislation and best practices or enhancements to functionality and content on our Sites, FuturePerfect may update this policy, and accordingly, you should check here from time to time.

This policy was last updated on **28th October 2024**