

WEST RIDGE ACADEMY PRIVACY NOTICE

This privacy notice discloses the privacy practices for www.westridgeacademy.com. This privacy notice applies solely to information collected by this web site. It will notify you of the following:

1. What personally identifiable information is collected from you through the website, how it is used and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. The security procedures are in place to protect the misuse of your information.
4. How you can correct any inaccuracies in the information.
5. How policy changes will be communicated.

Information Collection, Use and Sharing

We are the sole owners of the information collected on this site. We only have access to/collect information that you voluntarily give us via email or other direct contact from you. This information includes your name, address and credit card information.

We will use your information to respond to you regarding the reason you contacted us. We will not share your information with any third party outside of our organization.

Unless you ask us not to, we may contact you via email in the future to tell you about special events, programs or services, or changes to this privacy policy.

Your Access to and Control Over Information

You may opt out of any future contacts from us at any time. You can do this by contacting us via email at help@wramail.com or by calling our communications specialist at (801) 282-1124. You may also check on the following:

- See what data we have about you, if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

Security

We take precautions to protect your information. When you submit sensitive information via the website, your information is protected both online and offline.

Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. You can verify this by looking for "https" at the beginning of the address of the web page or a closed lock icon at the bottom of the browser.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only employees who need the information to perform a specific job (for example billing or admissions staff) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

Changes to This Policy

We may make changes to this privacy notice from time to time. You may check back on this page at any time to see our current policy.

If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at (801) 282-1124 or email at help@wramail.com.

