Privacy and personal data

At Lynk Training we take your privacy very seriously. In order to provide access to the service we must collect and store some personal information about you.

Who Are We

Lynk, Unit 21, Parkmore Industrial Estate, Long Mile Rd, Walkinstown, Dublin, D12 N268.

Minors

Children under 16 years of age are not permitted to access the services provided by training.lynk.ie. By agreeing to this privacy policy you are also agreeing that you are 16 years of age or older.

What is collected?

Basic profile information is collected from you when your account is created including your full name and email address. We use your contact details to contact you and interact with you regarding your training and the services that we can provide to you, during and after your training.

As you use the site, information about the users, courses, activities and resources you interact with will also be stored and linked to your profile information.

How is this information used?

This information is only used to provide you access to the online courses at training.lynk.ie. Statistical information about usage of the site is also used to improve the site and services provided on the training.lynk.ie website.

Who can I contact?

The data protection officer for Lynk Training may be contacted at dpo@lynk.ie.

Who is my data shared with?

We do not share the information stored on training.lynk.ie with any other company which is not associated with Lynk.

How long is my data stored?

Your personal data is stored as long as you are enrolled in one or more online courses at training.lynk.ie. Course data is deleted 6 months after the end date for each course and profile information will be deleted when an account has not been accessed for 12 consecutive months.

Your contact information is stored for a period of two years and we will occasionally contact you, on an opt-out basis, with important updates regarding Lynk.

How do I withdraw my consent for Lynk Training to store and process my personal data?

If you have previously consented to allow Lynk Training to store and process your personal data in accordance with this privacy policy, and you wish to withdraw your

consent, please send an email to the data protection officer at dpo@lynk.ie. You will no longer be able to access the services provided by training.lynk.ie if your consent is withdrawn.

How do I request that my personal data is corrected or erased?

You may make corrections to your basic profile information by logging into the training.lynk.ie and editing your own profile. If you have questions or would like any other data to be corrected or erased, please send an email to the data protection officer at dpo@lynk.ie.

How do I request a record of all my personal data that has been collected?

You may request a record of all of the personal data relating to you that has been collected in accordance with this privacy policy. To do so, please send an email to the data protection officer at dpo@lynk.ie.

COOKIES

A cookie is a small text file that a website saves on your computer or mobile device when you visit the site. It enables the website to remember your actions and preferences (such as login, language, font size and other display preferences) over a period of time, so you don't have to keep re-entering them whenever you come back to the site or browse from one page to another.
Cookies do not in any way compromise the security of your computer. You can continue with no loss of functionality if you choose to disable cookies. However, if you do not accept certain cookies, you may not be able to complete a booking request or access certain services.

HOW WE USE COOKIES

Lynk uses cookies to monitor our website traffic, to ensure better service levels and to enable us to provide the delivery of service to you.

TYPES OF COOKIES

There are different types of cookies in use. They all work in the same way, but have minor differences:

• NECESSARY COOKIES
Necessary cookies are required to enable the basic features of this site, such as providing secure log-in or adjusting your consent preferences. These cookies do not store any personally identifiable data.

• FUNCTIONAL COOKIES
Functional cookies help perform certain functionalities like sharing the content of the website on social media platforms, collecting feedback, and other third-party features..

• ANALYTICS COOKIES
Analytical cookies are used to understand how visitors interact with the website. These cookies help provide information on metrics such as the number of visitors, bounce rate, traffic source, etc.

- PERFORMANCE COOKIES

Performance cookies are used to understand and analyze the key performance indexes of the website which helps in delivering a better user experience for the visitors.

- ADVERTISEMENT

Advertisement cookies are used to provide visitors with customized advertisements based on the pages you visited previously and to analyze the effectiveness of the ad campaigns.