

Privacy Policy

Woodsted Picture Company Ltd - Woodsted Studios

Effective Date: 28/04/2026

1. Introduction

Woodsted Studios Ltd (“we,” “us,” or “our”) is committed to protecting and respecting your privacy. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you visit our website and engage with our services.

By using our website, you agree to the collection and use of information in accordance with this policy.

2. Information We Collect

We may collect and process the following types of personal data:

2.1 Information You Provide

- Name
- Email address
- Phone number
- Company name
- Project details or enquiries submitted via forms
- Any information you provide when contacting us

2.2 Automatically Collected Information

- IP address
- Browser type and version
- Device type
- Pages visited and time spent
- Referring website
- Cookies and tracking data

2.3 Business & Client Data

If you engage our services, we may also collect:

- Billing and invoicing details
 - Project specifications
 - Communication records
 - Delivery and logistics information
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3. How We Use Your Information

We use your data for the following purposes:

- To respond to enquiries and provide quotes
 - To deliver our services (armoury, props, costumes, SFX painting, etc.)
 - To manage contracts, bookings, and logistics
 - To improve our website and services
 - To send relevant communications (only where lawful)
 - To comply with legal obligations
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4. Legal Basis for Processing (UK/EU GDPR)

We process personal data based on:

- **Consent** – when you submit a contact form or opt in
 - **Contract** – when providing services to you
 - **Legitimate Interests** – to improve services and respond to enquiries
 - **Legal Obligation** – for tax, compliance, or legal requirements
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5. Sharing Your Information

We do **not** sell your data.

We may share information with:

- Trusted service providers (hosting, email, analytics)
- Payment processors (if applicable)
- Logistics/delivery partners
- Legal or regulatory authorities (if required)

All third parties are required to respect the security of your data.

6. Data Retention

We retain your personal data only as long as necessary:

- Enquiries: up to 12–24 months
 - Client/project data: up to 6 years (for legal/accounting purposes)
 - Marketing data: until you opt out
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7. Your Rights

Under data protection laws, you have the right to:

- Access your personal data
- Correct inaccurate data
- Request deletion (“right to be forgotten”)
- Restrict or object to processing
- Data portability
- Withdraw consent at any time

To exercise your rights, contact us at:

info@woodstedstudios.com

8. Cookies & Tracking

We use cookies to:

- Improve website performance
- Understand user behaviour
- Enable essential functionality

You can control cookies via your browser settings.

9. Data Security

We implement appropriate technical and organisational measures to protect your data, including:

- Secure servers
- Encrypted communications (SSL/HTTPS)
- Access controls

However, no system is 100% secure.

10. Third-Party Links

Our website may contain links to third-party sites. We are not responsible for their privacy practices.

11. International Transfers

If data is transferred outside the UK/EU, we ensure appropriate safeguards are in place (e.g., standard contractual clauses).

12. Children's Privacy

Our services are not directed at individuals under 18. We do not knowingly collect data from children.

13. Changes to This Policy

We may update this policy from time to time. Changes will be posted on this page with an updated effective date.

14. Contact Us

If you have any questions about this Privacy Policy, please contact:

Woodsted Picture Company Ltd

Email: info@woodstedstudios.com

Address: Woodsted Studios, Hurstley Wood, Kinnersley, Herefordshire, HR3 6PD