

# Privacy Policy

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Last Updated: August 2025



| Version | Date        | Approved By  | Notes          |
|---------|-------------|--------------|----------------|
| 1.0     | August 2025 | David Church | Launch version |

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**Braythorpe**

# About Braythorpe

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Braythorpe Ltd is a UK-based leadership development company, founded by David Church and proud to be an LGBTQ+ owned business. We believe in practical, research-led leadership growth that's accessible to all.

Our mission is to provide leaders in education, health, non-profit, and public sectors with the tools, confidence, and support they need to lead with integrity, equity and real-world impact.

Everything we do is guided by our values:

- Integrity – we are honest, transparent, and fair.
- Equity – we challenge inequity and remove barriers to leadership.
- Inclusion – we create spaces where everyone can contribute and belong.
- Practicality – we focus on tools that work in the real world, not just theory.

We are committed to ethical business practices, continuous improvement, and building a leadership community that works for everyone.

For more information, visit [braythorpe.co.uk](https://braythorpe.co.uk) or email [admin@braythorpe.co.uk](mailto:admin@braythorpe.co.uk).

# Privacy Policy

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## 1. Introduction

1.1 This Privacy Policy explains how Braythorpe Ltd (“we”, “our”, “us”) collects, uses, and protects personal data.

1.2 We are committed to complying with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

## 2. Data Controller

Braythorpe Ltd is the data controller for your personal data.

- Company Registration No: 14431862
- Registered address: Suite 2444, Unit 3A, 34–35 Hatton Garden, Holborn, London, EC1N 8DX
- Data Protection Officer (DPO): David Church
- Email: admin@braythorpe.co.uk

## 3. Data We Collect

We may collect:

- Contact information (name, email, phone)
- Payment and billing information
- Login and account details
- Usage data (pages visited, content accessed)
- Survey and feedback responses

## 4. How We Collect Data

- When you sign up for services or newsletters
- When you purchase or subscribe
- Through Kajabi, Freshbooks, and Office 365 systems

Via cookies and analytics tools (see Cookie Policy)

## 5. How We Use Data

We use your data to:

- Provide and manage services
- Process payments
- Send updates, newsletters, and important service communications
- Analyse usage to improve services and develop new products
- Prepare anonymised statistics for impact reports and annual statements

## 6. Lawful Basis for Processing

We process personal data under these UK GDPR lawful bases:

- Contract – to provide services you have purchased
- Consent – for marketing communications
- Legal obligation – to comply with UK law
- Legitimate interests – to improve our services and grow our business

## 7. Data Sharing

We share personal data only with:

- Payment processors (e.g., Freshbooks)
- Hosting/platform providers (e.g., Kajabi)
- Professional advisors (legal/accounting) where necessary
- We never sell personal data.

## 8. International Transfers

Where data is transferred outside the UK, we ensure appropriate safeguards (such as Standard Contractual Clauses) are in place.

## 9. Data Retention

We keep personal data only as long as necessary for the purpose collected, or as required by law.

## 10. Your Rights

You have the right to:

- Access your data
- Correct inaccuracies
- Request deletion
- Restrict processing
- Object to processing
- Data portability

To exercise these rights, contact [admin@braythorpe.co.uk](mailto:admin@braythorpe.co.uk).

## 11. Cookies

See our separate Cookie Policy for details.

## 12. Security

We use technical and organisational measures to protect your data, including secure hosting and encryption.

## 13. Complaints

If you are unhappy with how we handle your data, you can complain to the ICO at [ico.org.uk](https://ico.org.uk).

**Signed:**



David Church  
Director, Braythorpe Ltd

# Braythorpe

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Braythorpe Ltd  
Suite 2444, Unit 3A  
34-35 Hatton Garden  
Holborn, London  
EC1N 8DX  
United Kingdom

Company Registration No: 14431862  
Email: [admin@braythorpe.co.uk](mailto:admin@braythorpe.co.uk)  
Website: [www.braythorpe.co.uk](http://www.braythorpe.co.uk)