



Last Updated: 2023-09-09

1. Introduction

Welcome to Future Perfect Languages Ltd (trading as LingoTeach.ai) (“we”, “our”, or “us”).

The policy: This privacy policy notice is for this website; <https://LingoTeach.ai> and served by Future Perfect Languages Ltd (trading as LingoTeach.ai), 52 Rivermead House, London, E9 5QT and governs the privacy of those who use it. The purpose of this policy is to explain to you how we control, process, handle and protect your personal information while browsing or using this website, including your rights under current laws and regulations. If you do not agree to the following policy you may wish to cease viewing / using this website.

Policy key definitions:

- "I", "our", "us", or "we" refer to the business, LingoTeach.ai.
- "you", "the user" refer to the person(s) using this website.
- GDPR means General Data Protection Act.
- PECR means Privacy & Electronic Communications Regulation.
- ICO means Information Commissioner's Office.
- Cookies mean small files stored on a user's computer or device.

We are committed to protecting your personal information and your right to privacy. If you have any questions or concerns about our policy, or our practices with regards to your personal information, please contact us at info@lingoteach.ai

When you visit our website <https://lingoteach.ai> and use our services, you trust us with your personal information. We take your privacy very seriously. In this privacy policy, we seek to explain to you in the clearest way possible what information we collect, how we use it, and what rights you have in relation to it. We hope you take some time to read through it carefully, as it is important. If there are any terms in this privacy policy that you do not agree with, please discontinue the use of our site and our services.

2. What Information We Collect

We collect a **minimum** of personal information that you voluntarily provide to us when you register on <https://lingoteach.ai>, express an interest in obtaining information about us or our products and services, when you participate in activities on <https://lingoteach.ai> or otherwise contact us.

The personal information that we collect includes the following Personal Information Provided by You; your first and surname, your email address, your payment information.

3. Processing of your personal data

Under the GDPR (General Data Protection Regulation) we control and / or process any personal information about you electronically using the following lawful bases.

We are registered with the ICO under the Data Protection Register, our registration number is: **ZA492191**

Lawful basis: Contract

The reason we use this basis: processing is necessary to create your user accounts specific to your subscription payment that can only be accessed by the person assigned to the user account.

We process your information in the following ways: we collect data regarding date and time of login, number of resources you have created, and the number of tokens used to create those resources, and whether or not you have shared them within the website shared area.

Data retention period: We shall continue to process your information until the contract between us ends or is terminated under any contract terms.

Sharing your information: We **do not** share your information with third parties.

If, as determined by us, the lawful basis upon which we process your personal information changes, we will notify you about the change and any new lawful basis to be used if required. We shall stop processing your personal information if the lawful basis used is no longer relevant.

4. How We Use Your Information

We use your personal information for these purposes in reliance on our legitimate business interests ("Business Purposes"), in order to enter into or perform a contract with you ("Contractual"), with your consent ("Consent"), and/or for compliance with our legal obligations ("Legal Reasons"). We indicate the specific processing grounds we rely on next to each purpose listed below.

We use the information we collect or receive:

- To facilitate account creation and logon process.
- To send you administrative or informational communication.
- Fulfil and manage your orders.

We may use your information to fulfil and manage your orders, payments, returns, and exchanges made through the <https://lingoteach.ai> website.

5. Data security and protection

We ensure the security of any personal information we hold by using secure data storage technologies and precise procedures in how we store, access and manage that information. Our methods meet the GDPR compliance requirement.

6. Payment information

All payment information is stored and processed securely by our third-party payment processor, Stripe. We do not collect or store any payment information on our servers or platform. Stripe adheres to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa, MasterCard, American Express, and Discover. PCI-DSS requirements help ensure the secure handling of payment information. You can read Stripe's privacy policy at [Stripe's Privacy Policy](#).

7. Your individual rights

You have certain rights in relation to the personal information we hold about you, as detailed below. We reserve the right to ask for verification of your identity before processing any request with regard to your rights.

Under the GDPR your rights are as follows. You can read more about [your rights in details here](#);

- the right to be informed;
- the right of access;
- the right to rectification;

LingoTeach.ai Privacy Policy

- the right to erasure;
- the right to restrict processing;
- the right to data portability;
- the right to object; and
- the right not to be subject to automated decision-making including profiling.

You also have the right to complain to the ICO [www.ico.org.uk] if you feel there is a problem with the way we are handling your data.

We handle subject access requests in accordance with the GDPR.

8. Data security and protection

We ensure the security of any personal information we hold by using secure data storage technologies and precise procedures in how we store, access and manage that information. Our methods meet the GDPR compliance requirement.

Personal information that we hold are as follows: **the teacher's first and surname, registered email address, country where they are based. We do not request anything else and neither do we hold any other information.**

9. Transparent Privacy Explanations

We have provided some further explanations about user privacy and the way we use this website to help promote a transparent and honest user privacy methodology.

10. Sponsored links, affiliate tracking & commissions

Our website **does not** contain adverts, sponsored and affiliate links on any pages.

11. Updates to this Policy

We may update this privacy policy from time to time. The updated version will be indicated by an updated "Revised" date and the updated version will be effective as soon as it is accessible. We encourage you to review this privacy policy frequently to be informed of how we are protecting your information.

12. Contact Us

If you have any questions or concerns about this privacy policy, please feel free to email us at info@lingoteach.ai or write to us at: 52 Rivermead House, Homerton Road, London, E9 5QT.

13. Resources & further information

- [Overview of the GDPR - General Data Protection Regulation](#)
- [Data Protection Act 1998](#)
- [Privacy and Electronic Communications Regulations 2003](#)
- [The Guide to the PECR 2003](#)