

Classbuddy Privacy Policy

Last updated: September 01, 2024

This Privacy Statement outlines how Classbuddy, its affiliated entities, and subsidiary branches (collectively referred to as “Classbuddy,” “we,” or “our”) handle and process your personal data. It covers the methods, purposes, and rights of processing your personal information when using Classbuddy’s websites and services.

Please note that specific policies or contractual agreements govern personal data processing for Classbuddy’s employees, clients, and service providers. However, client contact information may be subject to this Privacy Statement if registered on Classbuddy’s website or used for marketing.

This Privacy Statement adheres to applicable laws in countries where Classbuddy operates. It may be revised periodically to reflect changes in laws or data handling approaches. Certain sections may contain links to third-party privacy statements.

Role of Classbuddy in Processing Personal Data

Classbuddy acts as a “data controller” for personal data related to its websites or services. It also serves as a “data processor” when handling personal data on behalf of another company, such as a client or institution. This Privacy Statement includes information about Data Protection Managers and, where applicable, the Group Data Protection Officer.

Collection of Personal Data

Classbuddy may collect personal data directly or indirectly, depending on your interaction with the platform:

- **Directly collected data:** This may include your name, job title, institution, email, and contact details.
- **Indirectly collected data:** Includes standard internet log information, such as IP address, browser type, geolocation, and other relevant details. Cookies and web beacons, may also be used for data collection and persisting session information for a better application experience.

Classbuddy may collect personal data as a student, instructor, IT Administrator or general user. The type of data collected depends on your interactions with Classbuddy, which may be obtained directly or through partners, website usage, or publicly available sources. We do not intentionally collect sensitive information unless required by local law.

Use of Personal Data

Classbuddy processes your personal data based on several legal justifications:

- **With your consent:** You have provided consent for processing your personal data, this may be accessed via integration with the institution's learning management system.
- **For contract performance:** To fulfill contractual obligations or to take steps at your request prior to entering into a contract.
- **To comply with legal obligations:** As required by applicable laws or regulations.

- **For legitimate business interests:** This includes improving our services, securing our platform, or engaging in marketing efforts, provided that your rights are not overridden.

Depending on your interactions with Classbuddy, we may use your personal data to:

- Administer accounts or profiles related to you or your institution, including registration, subscriptions, and payments.
- Respond to your inquiries and requests.
- Provide you access to restricted sections of our platform.
- Allow you to participate in events or webinars.
- Maintain and secure the platform.
- Compile aggregate statistics on website usage.
- For marketing and research purposes to develop new services or enhance existing ones.
- Send promotional materials or communications if you've opted to receive them.
- Perform matched audience activities with third-party social media (e.g., LinkedIn).
- Provide you with personalized advertising and content recommendations.
- Manage forums and discussions you may participate in.
- Conduct surveys and gather feedback on services.
- Fulfill contractual obligations towards you or comply with your instructions.
- Respond to legal requests from courts or regulators.
- Protect Classbuddy's rights and those of others.

Disclosure of Personal Data

Classbuddy does not share personal data with third-party companies or social media platforms.

Security of Personal Data

The security of your personal data is our priority. Classbuddy employs appropriate technical and organizational measures to protect your personal data from unauthorized access, disclosure, alteration, or destruction.

We also implement reasonable commercial standards of technology to protect the information you provide. If you have registered an account on Classbuddy, it is your responsibility to maintain the confidentiality of your login credentials to prevent unauthorized use.

Rights on Your Personal Data

Depending on your location and the applicable data protection laws (such as CCPA or Canadian privacy laws), you may have the following rights:

- **Right of access:** Request access to the personal data we hold about you.
- **Right to rectification:** Request corrections of inaccurate or incomplete personal data.
- **Right to erasure:** Request deletion of your personal data, where applicable.
- **Right to restrict processing:** Request that we limit how your personal data is processed.

- **Right to data portability:** Request a copy of your personal data in a structured, commonly used format.
- **Right to object:** In certain situations, you may object to the processing of your data, especially for direct marketing purposes.
- **Right to withdraw consent:** If you have provided consent for data processing, you may withdraw it at any time.

To exercise these rights, please contact our Data Protection Officer at [privacy@classbuddy.com].

Retention of Personal Data

We retain your personal data for as long as necessary to fulfill the purposes for which it was collected, comply with legal obligations, or meet contractual obligations. The retention period may vary depending on the type of data and its purpose, with marketing data typically retained for no longer than 2 years.

Changes to Our Privacy Policy

Classbuddy may periodically update this Privacy Policy to reflect changes in laws or data handling practices. Any changes will be indicated by updating the “Last updated” date at the top of this page. We encourage you to review the Privacy Policy regularly for updates.

Children’s Privacy Protection

Classbuddy is not intended for individuals under the age of 18. We do not knowingly collect or process personal data from children. If we discover that we have collected personal data from individuals under 18 without parental consent, we will take steps to delete that data.

Contact Us

For any questions or concerns about this Privacy Policy or the handling of your personal data, please contact our Data Protection Officer at:

- By email: info@royalcyber.com