

Website Privacy Policy

This Privacy Policy ("policy") will help you understand how Small Steps Counselling ("I", "me", "my" "our") uses and protects the data you provide when you visit and use Small Steps Counselling ("website", "service").

Small Steps Counselling reserves the right to change this policy at any given time, of which you will be promptly updated. If you want to make sure that you are up to date with the latest changes, Small Steps Counselling advises you to frequently visit this page.

What User Data is Collected

When you visit the website, Small Steps Counselling may collect the following data:

- Your IP address.
- Your contact information and email address.
- Other information such as interests and preferences.
- Data profile regarding your online behaviour on the website.

Why Your Data is Collected

Small Steps Counselling collects your data for several reasons:

- To better understand your needs.
- To improve our services and products.
- To send you promotional emails containing the information we think you will find interesting, upon your consent to email.
- To contact you to fill out surveys and participate in other types of market research.
- To customise our website according to your online behaviour and personal preferences.

Safeguarding and Securing the Data

Small Steps Counselling is committed to securing your data and keeping it confidential. Small Steps Counselling has done all in its power to prevent data theft, unauthorised access and disclosure, by implementing the latest technologies and software, which help Small Steps Counselling safeguard all the information collected online.

Cookie Policy

Once you agree to allow Small Steps Counselling to use cookies, you also agree to use the data it collects regarding your online behaviour (e.g. analyse web traffic, web pages you spend the most time on, and websites you visit).

The data Small Steps Counselling collects by using cookies is used to customise the Small Steps Counselling website to your needs. After Small Steps Counselling uses the data for statistical analysis, the data is completely removed from our systems.

Please note that cookies don't allow Small Steps Counselling to gain control of your computer in any way. They are strictly used to monitor which pages you find useful and which you do not so that Small Steps Counselling can provide a better experience for you.

If you want to disable cookies, you can do it by accessing the settings of your internet browser.

Links to Other Websites

The Small Steps Counselling website contains links that lead to other websites. If you click on these links Small Steps Counselling is not held responsible for your data and privacy protection. Visiting those websites is not governed by this privacy policy agreement. Make sure to read the privacy policy documentation of any website you visit from the Small Steps Counselling website.

Restricting the Collection of your Personal Data

At some point, you might wish to restrict the use and collection of your personal data. You can achieve this by doing the following:

- When you are filling in the forms on the website, make sure to check if there is a box which you can leave unchecked, if you don't want to disclose your personal information.
- If you have already agreed to share your information with Small Steps Counselling, feel free to contact us via email at admin@smallstepscounselling.com.au and Small Steps Counselling will be more than happy to change this for you.

Small Steps Counselling will not lease, sell or distribute your personal information to any third parties, unless we have your permission. We might be required to do so should Law compel us. Your personal information will be used when we need to send you promotional materials if you agree to this privacy policy and consent to receiving email correspondence.