

## Terms and conditions – MATHSBOX LIMITED

We hope you enjoy using 'Mathsbox' but please read the following to ensure that you are aware of how our service operates.

### Section A : Definitions

In these terms and conditions the following words have the meanings

'we', 'us', 'our' refer to 'Mathsbox Limited'

'you', 'your' refer to the person or institution subscribing to and using the materials

'fee', refers to the fee payable by you to use or access to the materials.

'website' refers to 'mathsbox.org.uk'

'materials' are the materials which you access through the website. A limited number of materials are available free of charge to non-subscribers.

### Section B : The Website

By purchasing a subscription (access to the whole range of the materials), you are accepting these terms and conditions as a signed agreement. (If you do not agree with these terms and conditions, do not use the material and the website)

All Subscribers must also agree to the terms in the **PRIVACY POLICY** (see below)

We reserve the right to amend these terms and conditions at any time, but notice will be given of any changes applicable to you. We reserve the right to alter the presentation, content and access arrangements of the website and materials.

### Section C: Using the Materials

All the material displayed on the website belongs to Mathsbox Limited and may be used by subscribers. **The right to use the materials ceases when a subscription expires, and any 'saved' resources must be deleted.**

You may retrieve and display the content on a computer screen or projection, print pages on paper and save pages in electronic form on disk, **but not on any server or storage device linked to an external network which can be freely accessed without password protection.**

**You may not** without prior written permission from Mathsbox Limited

- Redistribute any of the content or supply it to other people outside of your institution
- Create a database or 'collection' in electronic or manual form, by systematically downloading (or editing) any or all of the content
- Reproduce or in any way commercially exploit any of the content.
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All reasonable effort has been made to ensure the accuracy of the content of the materials, though it is possible that errors may occur. Any errors brought to our attention will be corrected and the materials appropriately updated.

All reasonable efforts have been made to ensure the security of the website but we offer no additional warranties (outside those already provided by law) and cannot guarantee that a virus, or anything else with destructive properties, will not result from the use of the website or materials. Any material obtained by you from us, by using materials, is done so at your own risk on the understanding that you are solely responsible for any damage to your computer system that may result.

### Section D: Payment and Personal Information

There is an annual fee to pay to gain access to the majority of 'Mathsbox' materials although some of the materials 'samples' are free to use. Mathsloops is not included within the 'Mathsbox' annual fee but may be purchased by a one off fee to buy this resource.

The price quoted on the 'Subscribe' page is in UK pounds

**For school subscriptions**, login details will be emailed to the contact provided upon receipt of the order. An invoice will also be (30 days payment terms).

The fee is payable by BACS, online by CARD or a cheque made payable to Mathsbox Limited. We will request certain information from you to process your order, this will be treated as confidential and will be used for the sole purpose of providing our service to you. Details will not be disclosed to a third party unless we are required to do so by law. See our PRIVACY POLICY below.

**If payment is late, continued access to the materials cannot be guaranteed.**

For schools which are part of a **trust** or 'merged' school a subscription is required for each campus/site of use unless multiple site use is arranged prior to purchase with Mathsbox Limited.

**For Individual/Personal Subscriptions**, payment is required before sending the order details. Details of how to pay are shown on the website. The login details for an individual subscription are only for the use of the subscriber and must not be shared. Any resources downloaded/printed must not be shared with colleagues.

If 'your' school subsequently subscribes within 30 days of the purchase of your individual subscription, a full refund will be available to you (upon request)

#### **Section E : Cancellation and Termination**

##### **The annual subscription will not automatically renew**

You are entitled to cancel your agreement with us at any time during the period of seven days from when we notify you that your subscription commences. To exercise that right you must send us your notice by email to [ask@mathsbox.org.uk](mailto:ask@mathsbox.org.uk). Your 'username' will be deactivated with immediate effect and the fee paid for the subscription refunded. Please see the PRIVACY POLICY for information about retention of information where applicable.

We reserve the right to end this agreement at any time if you are in breach of the terms and conditions set out here.

Notice can be given in writing to end the agreement with us at any time but unless we are in breach of our obligations to you, you will not be entitled to any refund of the Fee paid by you.

#### **Section F : law**

These terms and conditions are subject to English Law.

Updates 3/2/23

## **PRIVACY POLICY – MATHSBOX LIMITED**

Mathsbox Limited is committed to protecting and respecting the privacy, safety and security of our registered (and prospective) subscribers.

This policy explains in plain language who we are, how we collect and use information about our subscribers and privacy rights

If you have any questions or concerns about our use of your information, then please contact us [ask@mathsbox.org.uk](mailto:ask@mathsbox.org.uk)

### **About Mathsbox Limited**

Mathsbox Limited (Company Number: 8944116) is a UK based company which produces maths resources which are shared online for the use of 'Schools' or 'Individual' subscribers. For more information about Mathsbox Limited, please see our website at [www.mathsbox.org.uk](http://www.mathsbox.org.uk).

Each resource created by Mathsbox Limited is owned by Mathsbox Limited but can be used by our subscribers.

### **What Personal Information we collect?**

We collect the following categories of personal information:

#### *School Subscriptions*

In the case of school/educational institution subscriptions we collect:

- School's name, address and if available an email address for invoices (for billing purposes)
- The name and email address of a contact at the school (so we can provide a username and password)

#### *Individual Subscribers*

In the case of 'Individual' subscribers, we may collect:

- Address (for billing purposes)
- Name and email address (so we can provide a username and password)

In general, we do not collect details about the resources used by our subscribers or their interactions with the Mathsbox website, but Individual subscriptions may be flagged, if multiple logins are detected indicating that the details may have been shared.

Please note that by registering with the Mathsbox Limited, the subscriber's consent to provide us with information, and use this information is deemed to be given. Subscribers who do not wish to give this consent must not use or register with the Site.

We do not however collect any unnecessary personal information.

### **How does Mathsbox Limited collect Personal Information?**

- The information required to register as a subscriber is obtained directly from the 'School' or 'Individual'. This is provided via an online form/email or post, voluntarily by completing an 'Order/Renewal' form or providing the information required in an alternative form (e.g. Purchase Order)

### **What does Mathsbox Limited do with your Personal Information?**

We only collect the information needed to generate an invoice/receipt for accounting purposes. The email contact provided will only be used to communicate with the user to provide the Username and Password allocated

### **Who does Mathsbox Limited share my personal information with?**

We will keep personal information confidential and will not sell or share information to advertisers or any external third parties.

### **How does Mathsbox Limited keep my personal information secure?**

The information we collect is stored electronically on a protected network for the duration of the active subscription.

We use a third party payment processor, Lloyds Cardnet to process credit card payments made to us. We do not retain any credit card numbers ourselves.

Subscribers are responsible for keeping usernames and passwords confidential.

Subscribers should be aware that unfortunately the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our Site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

### **Data Retention**

We retain personal information we collect from Users during the duration of the 'active' subscription. When a subscription is not renewed, the information stored electronically will be deleted 3 months after the expiry date.

Any subscriber cancelling a subscription has the right to request the removal of their information and any information stored electronically will be removed within 7 days of receiving the request

### **Data Protection Rights (User)**

Users have the following data protection rights:

- If a User wishes to **access, correct or update** their personal information, or that of their school they can do so at any time by contacting us at [ask@mathsbox.org.uk](mailto:ask@mathsbox.org.uk)
- If we have collected and Users' personal information with their consent, then Users can **withdraw their consent** at any time. Withdrawal of consent will result in cancellation of the subscription and removal of any information stored electronically.
- Users have the **right to complain to a data protection authority** about our collection and use of their personal information. For more information, please contact your local data protection authority

We respond to all requests we receive from individuals wishing to exercise their data protection rights in accordance with applicable data protection laws.

### **Updates to this Privacy Notice**

We will obtain your consent to any material Privacy Notice changes if and where this is required by applicable data protection laws. Users will be deemed to have consented to any such changes by their continued use of the Site following any changes being made.

## How to Contact Us

If you have any questions or concerns about our use of your personal information, please contact us using the following details: [ask@mathsbox.org.uk](mailto:ask@mathsbox.org.uk)

Updated 3/2/23

## GDPR COMPLIANT – MATHSBOX LIMITED

*To the best of our knowledge and understanding Mathsbox Limited is currently compliant with GDPR*

- *We do not have Data Protection Officer as we are not required to under GDPR due to the size and type of our organisation, but Sandra Douglas ([ask@mathsbox.org.uk](mailto:ask@mathsbox.org.uk)) will deal with all data protection matters.*
- *Subscribers have the right to request the removal of their information following the cancellation of a subscription.*
- *We will delete subscribers' personal information where we no longer have a legitimate business need to process or hold it.*
- *We keep all personal information confidential and do not sell or share information to any third parties.*
- *We do not hold any financial information about our users.*