

Privacy Policy

1. Who We Are

Weald Computer Maintenance Ltd trading as Weald IT.

Company Number: 2321033

Registered Office:

5 Horsted Square,
Bellbrook Industrial Estate,
Uckfield,
East Sussex,
TN22 1QG

This policy explains how we collect, use, store and protect personal data.

2. Information We Collect

We may collect:

- Contact details
 - Business information
 - Support/service information
 - Recruitment information
 - Website usage data
 - Technical and security logs where necessary for support and security purposes
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3. How We Use Personal Data

We process personal data for purposes including:

- Providing IT support and managed services
 - Communicating with clients and suppliers
 - Delivering contracted services
 - Recruitment and employment administration
 - Security, monitoring and fraud prevention
 - Legal and regulatory compliance
 - Improving our website and services
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4. Lawful Basis for Processing

We process personal data under one or more lawful bases including:

- Contractual necessity
 - Legitimate interests
 - Legal obligations
 - Consent where required
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5. Information Security

Weald IT implements technical and organisational security measures designed to protect personal data and confidential information, including:

- Multi-factor authentication (MFA)
- Access controls
- Encryption of portable devices
- Secure remote access technologies
- Security monitoring and backup systems
- Staff security awareness training

Weald IT maintains information security controls aligned with ISO/IEC 27001 principles.

6. Sharing Information

We do not sell personal data.

We may share information with:

- Approved suppliers and service providers
- Professional advisers
- Regulatory or law enforcement authorities where required
- Third-party platforms used to deliver services

All sharing is limited to legitimate business purposes and appropriate security controls.

7. International Transfers

Where personal data is transferred outside the UK, we will ensure appropriate safeguards are in place.

8. Data Retention

We retain personal data only for as long as necessary for legitimate business, legal, contractual and regulatory purposes.

9. Your Rights

Under UK GDPR, individuals may have rights including:

- Access
- Rectification
- Erasure
- Restriction
- Objection
- Data portability

Requests can be submitted using the contact details below.

10. Website Analytics and Cookies

Our website may use analytics and cookies to improve website performance and user experience. Further information is available within our Cookie Policy.

11. Recruitment Data

Recruitment and employment-related personal data is processed only for recruitment, employment and legal compliance purposes.

12. Contact

Data protection enquiries should be directed to:

accounts@wealdcomputers.com

or:

Weald IT

5 Horsted Square

Bellbrook Industrial Estate

Uckfield

East Sussex

TN22 1QG

13. Changes to This Policy

This policy may be updated from time to time. The latest version will always be available on our website.

Version 2.0 – 15.5.2026

Weald Computer Maintenance Ltd

UK Registered Company 2321033, Inc. 1988

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