

Enumclaw + Black Diamond Tutors Privacy Policy

Enumclaw + Black Diamond Tutors respects the privacy of every individual who participates in our program by visiting our drop-in center(s), our web sites and the online Virtual Campus. This privacy statement provides notice of our information collection practices and of the ways in which information may be used. The most current privacy policy statement may be viewed online at: <http://www.enumclawtutors.org/privacy.html>

What information does Enumclaw + Black Diamond Tutors collect and how is it used?

A. Personally-Identifiable Information:

Enumclaw + Black Diamond Tutors typically receives specific data about its volunteer tutors, and student participants and their parent(s)/guardian(s), only when such information is provided voluntarily, such as: providing resume information for employment opportunities, or completing a Volunteer Tutor application; providing school enrollment, class and/or instructor lists, curriculum, or Student Registration application; requesting information by mail, telephone, facsimile, or electronic mail; or sending electronic mail to Enumclaw + Black Diamond Tutors. Personally-identifiable information provided to Enumclaw + Black Diamond Tutors is used to fulfill only specific request(s) of the provider and to satisfy reporting requirements set forth by the Internal Revenue Service and the State of Washington. Additionally, Enumclaw + Black Diamond Tutors collects student school performance information, including grades. This information is used to generate aggregated, generalized reports of the program's performance for the public. Absent any instruction from person(s) concerned, Enumclaw + Black Diamond Tutors reserves the right, in its discretion, to use information provided to send bulletins and other important information about services offered through its program, its authorized agents, and/or other goods and services offered by third-party providers with whom Enumclaw + Black Diamond Tutors has relationships and whose offerings may be of interest to the recipient. Enumclaw + Black Diamond Tutors WILL NOT, however, sell or trade personally-identifiable information unless authorized or legally required to do so, or in the case of imminent physical harm to the person or other parties.

B. Non Personally-Identifiable (Generic) Information:

Generic information does NOT reveal the identity of any individual. Enumclaw + Black Diamond Tutors receives some generic information automatically, such as when a person visits one of its web sites. In such case, the information received usually includes information about the Internet address assigned to the computer used by the visitor accessing its web sites, the number and frequency of visitors and visits, and the sites and pages visited. This information is used for the limited purpose of determining service improvements and ongoing web site development needs. This process may be enhanced by using certain technologies, including "cookies" (a technology that can be used to provide the visitor with tailored information about Enumclaw + Black Diamond Tutors services and a personalized experience while visiting its web sites), when permitted by the browser settings selected by the visitor and in force during the site session. Enumclaw + Black Diamond Tutors also receives some generic information, including demographic information, voluntarily from program participants such as when completing a Demographic Questionnaire. This information is used for the limited purpose of reporting on program diversity to sponsoring agencies and governmental entities. Enumclaw + Black Diamond Tutors does not combine generic information with any personally-identifiable information.

C. Enumclaw + Black Diamond Tutors Virtual Campus:

Information that you disclose in a public space, including on any bulletin board, chat room, or web site Enumclaw + Black Diamond Tutors may host as part of its services, is available to anyone and everyone who visits that space. Enumclaw + Black Diamond Tutors cannot safeguard any information disclosed in these locations by participants. Additionally, Enumclaw + Black Diamond Tutors web sites may contain links to sites that belong to third parties unrelated to Enumclaw + Black Diamond Tutors. Enumclaw + Black Diamond Tutors cannot protect any information disclosed in these sites by program participants, and recommends participants review the privacy policy statements of those third-party sites.

D. Exceptions and Limitations:

Notwithstanding the foregoing and in compliance with applicable laws, Enumclaw + Black Diamond Tutors (i) cooperates fully with state, local, and federal officials in any investigation relating to any content (including personal or private electronic communications transmitted to Enumclaw + Black Diamond Tutors) or purported unlawful activities of any user of its services, and (ii) takes reasonable measures to protect its proprietary rights. For the limited purposes of accomplishing such cooperation and measures and in compliance with applicable laws, Enumclaw + Black Diamond Tutors may be required to disclose personally identifiable information. In addition, Enumclaw + Black Diamond Tutors may elect to monitor the areas of communication of any kind (i) to satisfy any law, regulation, or government request; (ii) if such disclosure is necessary or appropriate to operate Enumclaw + Black Diamond Tutors service; or (iii) to protect the rights or property of Enumclaw + Black Diamond Tutors or others.