



Privacy Policy

The purpose of this Privacy Policy is to inform users of our website of the personal information we collect and of their rights.

This Privacy Policy complies with the requirements of the Commission d'accès à l'information (CAI).

1. Collection of personal information

1.1 We collect the following information:

- first and last name
- postal address
- phone number
- e-mail address
- age range

1.2 The personal information we collect is gathered through forms on our website or through interaction with a member of our team (secretariat or facilitators):

- contact form
- waiting list registration form
- workshop registration form
- e-mail for information about our workshops
- phone call to our office or to the facilitators

2. Consent

2.1 Users agree that by using our website, they consent :

- to the conditions set out in this Privacy Policy
- to the collection, use and retention of the information listed in this policy.

3. Users' rights

3.1 As a user, you have the right to access all your personal information that we have collected. You have the right to update or correct it.

3.2 You may choose to withdraw or modify your consent to the collection and use of data at any time. The deletion or modification of information will be made within a reasonable period of five (5) business days following receipt of the request.



4. How to change, delete or challenge information collected

4.1 If you wish to have your information amended or deleted, please contact the person responsible for personal information at Le Versant : Sandra Robert, at sandra@leversant.org

5. Retention and sharing of personal information

5.1 Personal information collected on our website will only be used for workshop registrations, waiting list or any other request requiring information related to our services.

5.2 We store your personal information in our password-protected database.

5.3 We share with our organization's facilitators the personal information they reasonably need to carry out their work.

5.4 We do not share the personal information we collect with any third party or organization, except as follows:

- if required by law
- to prove or protect our legal rights

5.5 In all specific cases, except as set out in 5.4, we require the consent of the individual before transferring personal information to a third party.

5.6 If you follow hyperlinks from our site to another site, please note that we are not responsible for and have no control over their privacy policies and practices.

6. Retention period

6.1 Except in the case of a request for deletion, we retain information in the database for an indefinite period, for statistical purposes, specific data or solicitation by non-profit organizations.

7. How we protect your personal information

7.1 In order to protect your security, our information is stored on a Google Drive with dual authentication, requiring authorization to access personal information. We have set up a password.

7.2 All information stored on our system is secure and accessible only to our secretarial team. These individuals are bound by strict confidentiality agreements and a breach of this agreement will result in dismissal.



7.3 While we take every precaution to ensure that our user data is secure and that users are protected, there always remains a risk of harm.

8. Changes

8.1 Notwithstanding the foregoing, this Privacy Policy may be amended to comply with the law and to reflect any changes to our personal information collection procedures. We recommend that our users check our policy from time to time to ensure that they are aware of any updates. If necessary, we will notify users by e-mail of changes to this policy.

9. Contact

9.1 If you have any questions, please do not hesitate to contact us:

- tel: 450-801-8393

- e-mail: info@leversant.org

Effective date: September 22, 2023