

Welcome to the Growing Teams Privacy Policy

When you use Growing Teams services you trust us with your information. This Privacy Policy is meant to help you understand what data we collect, why we collect it, and what we do with it. This is important; we hope you will take time to read it carefully. And remember, you can find controls to manage your information and protect your privacy and security.

Privacy Policy

Last modified: January 08, 2019

Approach Solutions has built the application Growing Teams. Growing Teams is a Workforce Management software that includes

- Roster Management
- Shift Planning
- Task / Job planning
- Leave Processing
- Time Evaluation
- Fatigue
- Costing and Billing

As part of the above Workforce Management areas it also encompasses

- Organisational Structure
- Master Data which includes the gathering of Personal Data.

As you use our services, we want you to be clear how we are using information and the ways in which you can protect your privacy.

Our Privacy Policy explains:

- What information we collect and why we collect it.
- How we use that information.

- The choices we offer, including how to access and update information.

If you choose to use Growing Teams, then you agree to the collection and use of information relative to this policy. All the Information that we collect is used for improving the experience while using our Services. We will not use or share your information with anyone except as described in this Privacy Policy.

Information Collection

We collect information to provide a better experience, while using our services. We may need you to provide us with certain personally identifiable information. The information that we request will be retained by us and used as described in this privacy policy.

The app does use third party services that may collect information used to identify you.

We collect information in the following ways:

- When you register on our service we may require you to provide us with personal information.
- When you interact with our services (Android, iOS or web app).
- When the organization you work for provide information about you for us.

Log Data

We inform you when you use our Services, in case of an error in the web app or in the app we collect data and information (through third party products) on your phone called Log Data. This Log Data may include information such as your device Internet Protocol("IP") Address, Device Name, Operating System Version, the configuration of the app when using our Service, the time and date of your use of the Service, and other statistics.

Log Data aims to improve the user experience and prevent future crashes in the application.

Cookies and similar technologies

We and our partners use various technologies to collect and store information when you visit a Growing Teams service, and this may include using cookies or similar technologies to identify your browser or device.

How we use information we collect

We use the information we collect from all of our services to provide, maintain, protect and improve them; to develop new ones and to protect Growing Teams and our users. We also use this information to offer you tailored content – like giving you more relevant search results.

We may use the name you provide for your Growing Teams Profile across all of the services we offer that require a Growing Teams Account. In addition, we may replace past names associated with your Growing Teams Account so that you are represented consistently across all our services. If other users already have your email, or other information that identifies you, we may show them your publicly visible Growing Teams Profile information, such as your name and photo.

If you have a Growing Teams Account we may display your Profile name, Profile photo, and actions you take on Growing Teams, or on third-party applications connected to your Growing Teams Account, such as Time and Availability, Scheduling, Leaves, Shifts and Payroll from companies in the eco system.

When you contact Growing Teams we keep a record of your communication to help solve any issues you might be facing. We may use your mobile device or email address to inform you about our services, such as letting you know about upcoming changes or improvements.

We use information collected from cookies and other technologies, like pixel tags, to improve your user experience and the overall quality of our services. One of the products we use to do this on our own services is Growing Teams Analytics. For example, by saving your language preferences, we will be able to have our services appear in the language you prefer. When showing you tailored job offers or advertisements, we will not associate an identifier from cookies or similar technologies with sensitive categories, such as those based on race, religion, sexual orientation or health. Our database does not have such information stored against profiles.

We will ask for your consent before using information for a purpose other than those that are set out in this Privacy Policy.

Growing Teams processes personal information on our servers in many countries around the world. The server is located in Australia.

When this Privacy Policy applies

Our Privacy Policy applies to all of the services offered by Approach Solutions Pty Limited and its affiliates, including Growing Team's services provided on iPhone and Android devices, but excludes services that have separate privacy policies that do not incorporate this Privacy Policy.

Our Privacy Policy does not apply to services offered by other companies or individuals, including products or sites that may be displayed to you in search results, sites that may include Growing Teams services, or other sites linked from our services. Our Privacy Policy does not cover the information practices of other companies and organizations who advertise our services, and who may use cookies, pixel tags and other technologies to serve and offer relevant ads.

Changes to This Privacy Policy

Our Privacy Policy may change from time to time. We will not reduce your rights under this Privacy Policy without your explicit consent. We will post any privacy policy changes on this page and, if the changes are significant, we will provide a more prominent notice (including, for certain services, email notification of privacy policy changes). We will also keep prior versions of this Privacy Policy in an archive for your review.

We keep your personal information private and safe — and put you in control.