PRIVACY NOTICE

This statement explains how the Cambridge Law Review ('the CLR', 'we', 'our') handles and uses information we collect.

A. How and why we collect and use your data

A1. When you use our website

When you browse our website, we use a third-party service (Wix Analytics) to collect standard anonymised data about your use of the website; for example, we collect information about which pages you view and the times at which they were viewed. We do not collect personal information that can be used to identify you when you browse the website.

We use anonymised website usage data to monitor traffic, help fix bugs, and see overall patterns that inform future redesigns of the website.

A2. When you contact us through email

We collect the following information for the purposes of responding to enquiries we receive from you:

- Name
- Email address

Any other personal information you may provide during the course of enquiries will likewise only be used for the purposes of responding to enquiries we receive from you.

A3. When you submit an Editorial Board application

We collect the following information for the purposes of: (1) managing the selection of members of the Editorial Board (except for phone numbers); and (2) communication with successful applicants who become members of the Editorial Board ('Editors'):

- Name
- Email addresses
- Phone numbers
- Characteristics (e.g., year of study, academic career status)
- Affiliations (e.g., university)
- Educational history (e.g., previous degrees and academic results)

Optionally, you may provide (e.g., in your CV) the following information which may be used for the purposes of communication with Editors:

- Home and mailing addresses
- Links to social media accounts

Any other personal information you may provide will not be used.

The personal information of unsuccessful applicants is not shared externally.

The names and affiliations of Editors will appear on the masthead of the relevant volume of the CLR. This data will appear on: (1) the CLR website; (2) issues sent for typesetting; and (3) published issues.

In published issues, the data shared will be displayed as part of the issue and shared externally to indexes and databases (e.g., HeinOnline). Any issues published are freely available to download from our website and from external databases.

A4. When you submit an article

We collect the following information for the purposes of managing the submission, review, and publishing processes of the CLR:

- Name
- Email address
- Occupation
- Affiliations (e.g., department and university)

Personal data is not shared externally except for author names, affiliations, emails, and links to ORCiD and social media accounts (if provided) in: (1) selected articles sent for typesetting; and (2) published articles.

In published articles, the data shared will be displayed as part of the article and shared externally to indexes and databases (e.g., HeinOnline). Any articles published are freely available to download from our website and from external databases.

Published personal data that accompanies an article forms part of the official published record in order for the provenance of the work to be established, and for the work to be correctly attributed.

B. How we store your information

Data retained by the CLR is stored with secure cloud service providers (e.g., Google Cloud and Microsoft OneDrive) and accessed only by members of the Editorial Board for the specified purposes.

Any data that appears in published articles and issues will be retained indefinitely. All other personally identifiable data will be erased after a maximum of three years.

C. Your rights

You have the right: to ask us for access to, rectification of, or erasure of your information; to restrict processing (pending correction or deletion) of your information; to object to communications or direct marketing; and to ask for the transfer of your information electronically to a third party (data portability). Some of these rights are not automatic, and we reserve the right to discuss with you why we might not comply with a request from you to exercise them.

Please contact us at managing-board@cambridgelawreview.org if you wish to exercise your rights.

D. Complaints

If you have any concerns about our use of your personal information, you can make a complaint to us at managing-board@cambridgelawreview.org.

You retain the right at all times to lodge a complaint about our management of your personal information with the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, SK9 5AF (https://ico.org.uk/).

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Managing Board
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