

Book Club and Sign

Community rules terms and privacy

For adults aged 18 and over. Membership and online meetings are free. Please read these rules before joining.

About the club

Book Club & Sign is run and moderated by Adel Wilson at Traffic Light Tutoring. Meetings take place on Zoom, with WhatsApp groups for community discussion. Spoken English, written English, British Sign Language (BSL) and Sign Supported English (SSE) are welcome. No minimum signing level is required.

Respect other members

Be kind, take turns and allow time for everyone to communicate. Do not bully, harass, discriminate or mock anyone's signing, speech or reading ability. Discuss different opinions respectfully. Warn others before spoilers or sensitive topics. You do not have to finish a book or contribute to every discussion.

Protect privacy

No recordings, photographs, screenshots, AI meeting bots or saved meeting transcripts are allowed. Live captions may be used for accessibility. Keep meeting links, contact details and personal stories private. Do not share another member's information or contribution outside the club without permission.

Use the group responsibly

Do not post illegal material, pirated books, spam, scams or unwanted private messages. Member advertising and fundraising need Adel's approval. Never use group contact details for unsolicited promotion.

Membership and meetings

You must confirm you are 18 or over and provide your name and email. You cover your own internet, device and any books you buy or borrow. There is no required purchase or attendance level. Meetings may be changed or cancelled. Tell Adel privately about practical access needs; no particular interpreter or caption service is guaranteed unless confirmed.

Concerns and leaving

Report concerns privately to Adel. Misconduct may lead to a warning, suspension or removal; serious misconduct may result in immediate removal. You can explain your concerns or ask Adel to review a decision. You may leave at any time by emailing Adel. Leaving a WhatsApp group alone does not have to end your club membership.

By joining, you agree to these conduct rules and terms. Nothing in them removes your legal rights. Important changes will be shared with members.

Contact: trafficlighttutoring@outlook.com

Website: TrafficLightTutoring.com

Your privacy

Adel Wilson at Traffic Light Tutoring is responsible for the club's use of personal information. Contact trafficlighttutoring@outlook.com with questions or requests.

What we use and why

We use your name, email and confirmation that you are 18 or over to run the club. We may also handle messages, necessary joining information and conduct reports. Our lawful basis is legitimate interests in running a safe, fair community; legal obligations apply where required. Information usually comes from you, the platforms or someone reporting a concern. We do not sell member information or make automated membership decisions.

Zoom and WhatsApp

On Zoom, other members may see your name, video and signing or hear your voice when enabled. Meetings are not recorded. Joining WhatsApp is optional; you can request essential updates by email instead. In ordinary WhatsApp groups, other members can see your phone number and some profile details. Ask before adding anyone to a group.

Promotions are optional

Traffic Light Tutoring promotions and advertisements will be shared only through separately opted-in WhatsApp communications. You can refuse promotions, leave the marketing group or withdraw consent by contacting Adel without losing club membership.

Access information

You do not need to share a diagnosis or medical history. Tell Adel about practical adjustments. If health or disability information needs to be recorded, we will explain why and normally ask for explicit consent. You can withdraw that consent at any time.

Who can access information

Adel handles administration records; members see group contributions. Zoom, WhatsApp and Microsoft Outlook process information, including overseas, under their own privacy notices. Where UK transfer rules apply to Adel, adequacy arrangements or appropriate safeguards must apply; ask Adel for details. Information may be shared where lawfully necessary for serious concerns or legal reasons. We use available account and meeting security controls.

When you leave

Your details will be deleted from active club contact and membership lists when you leave. Older WhatsApp messages, provider backups and other members' copies may remain. Routine enquiries and organiser-held chats are normally deleted within three months of resolution or discussion. Necessary complaint records may be kept for up to 12 months after closure. Minimal exclusion or marketing opt-out records, and records required for legal reasons, may be kept only as long as necessary.

Your choices and rights

You can ask to access, correct or delete information, object to its use, withdraw consent or request restriction or portability where applicable. We normally respond within one month, subject to lawful exceptions. You can complain to the Information Commissioner's Office at ico.org.uk/make-a-complaint/.

Provider privacy notices: zoom.com/en/trust/privacy/privacy-statement/
whatsapp.com/legal/privacy-policy-eea
microsoft.com/en-gb/privacy/privacystatement

Updated 20 October 2026. This notice covers Book Club & Sign.