General Data Protection Regulation

Privacy Notice 2018

Under the new GDPR coming into force from the end of May 2018, I am required by law to document what personal information I keep for all my clients. This information is as follows:-

* For any Personal Training or Yoga PT, I will take your name, address, date of birth, number, email address including PAR-Q, client consultation, consent and regular progression information only pertaining to your service with me.
* For Hypnotherapy I will take your name, address, date of birth, number, email address, consultation and consent. I will also save any record of session.
* For all massage and beauty therapies I will take your name, address, number, email address and consent.
* For all classes I will take a name, number or email including a PAR-Q.

Consultation forms

* These consultation forms are kept in a locked cupboard to which only I have access to, if they are electronic I will print them off and keep them the same locked cupboard and delete the original email/document.
* I am required to keep all this documentation for legal and insurance purposes. All and any information will be kept for a period of 7 years from the initial communication after which it will be securely destroyed; unless you are still a client of mine.
* You have the right to see any information that I keep on you and you can request that any data be changed or securely destroyed.

3rd Party, information sharing and marketing.

* I do not use your information for anything other than to contact you regarding an appointment, query, or discuss matters relating to your appointment/session/treatment/class.
* I will not every pass your information on to any 3rd party.
* I will not use your personal information for marketing purposes although I would like to publish before & after e.g. personal transformations, bootcamp transformation, nails etc. pictures and class participation. No names etc. will be used.
* If you do not wish for me to use you in photos please make me aware of this.

Facebook, Instagram and other Social Media

* Any information given to me via the message service on my Facebook page or Instagram are only accessible by me. You may request that once I have written your details that I delete any message which contains your personal information.

Text, WhatsApp contact

* Any information you have provided via text, WhatsApp etc. on my mobile phone is accessible only by me and my phone is locked with security code and fingerprint recognition.
* You may request that these messages are deleted after I have written down your details, if required.

Natalie Parr

Director

Sunny Mind Yoga, Wellness and Holistic Therapies

Dated: Tuesday 22nd May 2018