

Privacy Notice

Jean Danford - Yoga Teacher /Therapist/Trainer operating as Real Yoga

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For the purpose of providing Hatha Yoga classes in groups and one to one tuition or therapy , I require and retain personal data on an initial enrolment form or case history form. This information is used for

- notifications in case of cancellation at short notice by email or phone
- sending information on related workshops and courses if you choose to opt in
- lesson planning
- keeping a register of attendance
- planning an appropriate practice for your health needs
- for insurance purposes

Class records and personal data, will be kept on paper, in a secure locked file, held by myself, J. Danford only. This will be saved for 7 years in accordance with our insurance requirements and the Data Protection Act. After which files will be shredded and/or burnt.

Your consent will be asked for at the first appointment or on enrollment.

For providing training and CPD yoga courses as Real Yoga, I require information for

- being compliant with BCYT curriculum
- notifications of training or events, newsletters, by email held on Mailchimp database

I will not disclose your personal information unless I am compelled to in order to meet legal obligations, regulations or valid governmental requests

Individual Rights under the Data Protection Act 2018.

- The **right to be informed** about the personal data being processed;
- The **right of access** to your personal data;
- The **right to object** to the processing of your personal data;
- The **right to restrict** the processing of your personal data;
- The **right to rectification** of your personal data;
- The **right to erasure** of your personal data;
- The **right to data portability** (to receive an electronic copy of your personal data);
- Rights relating to automated decision making including profiling.

You can request that your data be deleted at any time. Unless I am required to keep it to meet insurance requirements or other legal obligations.