

Privacy Policy

Definitions

In this Privacy Policy the following definitions apply:

“Website” or “Site” means the web site at the URL www.kathturneryoga.co.uk and www.kathturneryoga.com or replacement site(s) from time to time.

“I” and “My” refers to Kath Turner

“We” “Us” and “Our” refers to the business of Kath Turner Yoga

Introduction

Kath Turner Yoga is the trading name for yoga teacher Kath Turner. This Privacy Policy sets out how Kath Turner Yoga uses and protects any information that you give Kath Turner Yoga when you use this website

Kath Turner Yoga is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, or at our classes, workshops or events, then you can be assured that it will only be used in accordance with this privacy statement. By using our services, you agree to the use of the data we collect in accordance with this Privacy Policy.

Kath Turner Yoga may change this policy periodically by updating this page. You should check this page from time to time to ensure that you are happy with any changes and that it still meets your approval. This policy is effective from 1/08/2020.

What we collect

We may collect the following information:

- **Name** –this may be collected when you choose to subscribe to our website, when you contact us via the website contact form or when you give your name for the attendance register (used for class management) at one of our classes or events.
- **Contact information**- Our site uses a contact form for customers and non customers to request information, services and products from us. We collect contact information which includes your name and e mail address and message from the contact form and/or if you e mail us directly. It is then used to contact you (the person making the form submission or direct e mail inquiry) in order to answer your query and follow up.

- **Medical Information** collected from completed Health Questionnaire- We ask everyone who enrolls and attends our classes and/or events to fill in a Health Questionnaire completed via our website or at our classes or events. This asks you for name, address, phone-numbers, date of birth and e mail address. It also has a health information section (that asks you about any health conditions and/or injuries) It is very important you give accurate and current information to us, and keep us up-to-date with your state of health. Questions regarding any previous experiences of yoga and meditation are also included within this Health Questionnaire, additionally it asks you to agree to a disclaimer and the terms and conditions as they appear on our website www.kathturneryoga.co.uk and www.kathturneryoga.com. This information is used for class management, and held for at least seven years.
- **Mailing list** – name and email address - populated by people subscribing on our website, or opting in on an enquiry form. People completing a health questionnaire are asked if they want to opt in and be added to the mailing list so they can be kept in touch with class and event information, and from time to time articles relating to yoga and/or meditation. This information is stored on our Mailchimp account. It is not given to anyone else. Our Mailchimp account only stores your name and e-mail address it does not store your telephone number or any other information about you. If at any time you are no longer wish to be on our mailing list then it is easy for you to unsubscribe from Mailchimp by using the unsubscribe button at the bottom of all newsletters. If you unsubscribe your information will be deleted from the Mailchimp account. You can find out more about them and their privacy policy by visiting their website, mailchimp.com
- **Notes on classes and sessions** - data collected in class - used for class management, and held for at least seven years.
- **Photographs** may be taken before or after a class or event for the purpose of sharing on our website and/or social media. This is solely for marketing purposes and your permission will be asked for before any photographs are taken.
- **Use of the interactive video service provider "Zoom"** I use Zoom to provide live online classes. During the class, you (or anyone else who comes into the frame, including children) may be visible to other participants. You must switch off your video if you do not wish to be seen by other participants.

Payment data Received via accounting and banking systems, and saved for at least seven years for accounting and tax obligations. Excluding card information which we do not receive at any time as purchases made through our website are processed by the secure online payment processing company Stripe who have their own privacy policy which can be viewed by visiting their website stripe.com

- **Individuals under 18** When you provide information about yourself, you are representing yourself as 18 years of age or older. We do not knowingly collect, use, or disclose personal information about individuals under 18 years of age. However, if we do become aware of having collected personally identifiable information from a user under 18 without consent of a parent or legal guardian, we will remove such information.
- We are always happy to update/amend your information at any point

What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.
- We may use the information to improve our products and services.
- We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided. Email marketing campaigns that we send via Mailchimp may contain tracking facilities within the actual email. Subscriber activity is tracked and stored in a database for future analysis and evaluation. Such tracked activity may include; the opening of emails, forwarding of emails, the clicking of links within the email content, times, dates and frequency of activity [this is by no far a comprehensive list]. This information is used to refine future email campaigns and supply the user with more relevant content based around their activity.
- From time to time, we may also use your information to contact you via e mail for market research purposes. We may use the information to customise the website according to your interests.
- Personal contact information is recorded electronically and hard (paper) copy if provided to me in hard copy.
- **Health Questionnaires** completed and submitted by you are stored as hard (paper) copies only in a filing cabinet in a locked room. If you choose to fill in the Health Questionnaire electronically and then submit it to us as a word document via e mail then we will print off your form and store it as a hard (paper) copy only. We will then delete your Health questionnaire from our e mail inbox, and notify you of receipt of your Health Questionnaire, storage of it in paper format and that we have then deleted it electronically from our email account. Only Kath Turner has access to your Health Questionnaire. .

I process this information as I have a lawful basis to do so because either:

1. You have provided consent or
2. I have a contractual necessity in the case of basic contact details or
3. I have a legitimate interest in the case of health information as I need this information to ensure that you are kept safe during classes

I keep your data private. I do not discuss teaching you or any details of your health with anyone. I may discuss your health with another teacher in the event that that a Kath Turner

Yoga class or event is being covered by that teacher and the sharing of that information is deemed necessary for the safe teaching and delivery of that class.

I may ask your permission to talk or email your physiotherapist, consultant, doctor, or other health professional if I consider this to be necessary in benefitting your experience of a Kath Turner Yoga class or event. You would be entitled to see this correspondence if requested.

I do not share, disclose, sell, trade, distribute or lease your personal information to third parties unless I am required by law to do so. All the information provided to me is used for my own business / marketing purposes only. I retain the information for a period of 7 years from the date on which you last attended an "in person" or "live online" class, workshop or event with me.

Zoom I may occasionally also use Zoom to make the live interactive online classes available afterwards. In such instances you will be asked to give your consent to recording when you join a class, and that is recorded onto the Zoom cloud. In order to make the 'teacher view' (myself teaching the class) of that recording available as an unlisted video on YouTube afterwards, I transfer that recording onto my own machine. There may be glimpses of students as part of that recording (e.g. if one of us unmutes the sound), which will then appear on YouTube. Zoom have their own privacy policy which you can view at their website zoom.us

Security

I committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, I have put in place suitable physical and electronic procedures to safeguard and secure your information.

If you choose to pay for Kath Turner Yoga services or products via the website your money is securely processed by the online payment processing company "Stripe" which accepts most debit and credit cards. You can find out more about them and their security and privacy policy by visiting their website, stripe.com

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Social Media Platforms

Communication, engagement and actions taken through external social media platforms that this website and its owner participate on are custom to the terms and conditions as well as the privacy policies held with each social media platform respectively.

Users are advised to use social media platforms wisely and communicate / engage upon them with due care and caution in regard to their own privacy and personal details. Neither this website nor its owner will ever ask for personal or sensitive information through social media platforms and encourage users wishing to discuss sensitive details to contact them through primary communication channels such as by telephone or email.

This website may use social sharing buttons which help share web content directly from web pages to the social media platform in question. Users are advised before using such social sharing buttons that they do so at their own discretion and note that the social media platform may track and save your request to share a web page respectively through your social media platform account.

Shortened Links in Social Media

This website and its owner through their social media platform accounts may share web links to relevant web pages. By default some social media platforms shorten lengthy urls [web addresses] (this is an example: <http://bit.ly/zyVUBo>).

Users are advised to take caution and good judgement before clicking any shortened urls published on social media platforms by this website and its owner. Despite the best efforts to ensure only genuine urls are published many social media platforms are prone to spam and hacking and therefore this website and its owner cannot be held liable for any damages or implications caused by visiting any shortened links.

Controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

- whenever you are asked to fill in a the Health Questionnaire form on the website or at a class or event, look for the boxes at the end of the form (under the heading GDPR Statement) that you can tick to indicate whether and how I may contact you regarding information I think may be useful to you (including classes, training and events and relevant updates).
- if you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by pressing the unsubscribe button at the bottom of our e mails or by emailing us on info@kathturneryoga.co.uk
- If I take any photos before or after a class or event for sharing on my website or social media for marketing purposes you will first be asked permission and have the right to refuse.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to:-

Kath Turner Yoga, Laser Beauty and Therapy Centre, Telford Road, Menai Bridge, Anglesey, North Wales LL59 5DR

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.