**Dancing in the Rain Privacy Policy**

Jeanette Shaw trading as **‘Dancing in the Rain’** and all ‘associates’ **(“We”)** are committed to protecting and respecting your privacy. Associates of Dancing in the Rain include admin support and registered ‘Nordic Walk Leaders’. Associates only have access to data that is relevant to the support they provide for ‘Dancing in the Rain’

This policy (together with our terms and conditions and any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us.  Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

**Information we may collect from you**

We may collect and process the following data about you:

* Information that you provide by filling in contact forms on our site [www.dancingintherain.co.uk](http://www.dancingintherain.co.uk) (**“our site”**) and booking system <https://dancingintherain.gettimely.com/book>. This includes information provided at the time of registering to use our site, subscribing to our service, posting material or requesting further services. We may also ask you for information when you report a problem with our site.
* Information about your health and readiness for physical activity (PARQ), which is your declaration that you are fit to exercise.
* Information provided for complementary therapy consultation forms and records of all treatments provided.
* If you contact us, we may keep a record of that correspondence.
* We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.

**Where we store your personal data**

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

**Uses made of the information**

We use information held about you in the following ways:

* To ensure any complementary therapy treatments are appropriate and safe for you.
* To provide you with information, products or services that you request from us or that we feel may interest you, where you have consented to be contacted for such purposes.
* To carry out our obligations arising from any contracts entered into between you and us.
* To notify you about changes to our service.

If you are an existing customer, we will only contact you by electronic means (e-mail or SMS) with information about goods and services similar to those that were the subject of a previous sale to you. If you are a new customer, we will contact you by electronic means only if you have consented to this.

**Disclosure of your information**

We may disclose your personal information to third parties if we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply our terms and conditions of supply and other agreements; or to protect the rights, property, or safety of our business, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.

**Your rights**

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. **If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies.  Please check these policies before you submit any personal data to these websites.**

**Access to information**

The Data Protection Act gives you the right to access information held about you. Your right of access can be exercised in accordance with this Act. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

**Changes to our privacy policy**

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by e-mail.

**Contact**

Questions, comments and requests regarding this privacy policy are welcomed and should be emailed to jan@dancingintherain.co.uk

Last updated on: 01/05/17