

Alyson Jenkins Life-Coach - Privacy Policy

1. Introduction

This document reflects the requirements of the General Data Protection Regulation (GDPR) and sets out the website's policies with regards to key issues concerning personal information and privacy. Please be assured that all verbal and written information exchanged whilst coaching is totally confidential and is covered in a coaching contract. The following privacy policy relates to online data only.

Alyson Jenkins Life-Coach will always respect and value the privacy of everyone who visits the website and will only collect and use information in ways that are useful to you and in a manner consistent with your rights and our obligations under the law (in accordance with the Data Protection act 1998). Please read this policy carefully and ensure you understand it. If you do not accept and agree with this Privacy Policy, you must stop using the website immediately.

1.1 Contact

If you have any concerns or queries please do not hesitate to contact me through the information given on the website, by phone, using the contact form, or through Facebook or Twitter pages.

2. What this privacy policy covers

This Privacy Policy applies only to your use of the website for Alyson Jenkins Life-Coach. It does not extend to any websites that are linked to or from this.

3. Data Collected

Some data is collected automatically via the website, other data will only be collected if you voluntarily submit it and consent to it being used for specific purposes, such as to contact you. We may collect, store and use the following kinds of personal data:

- information about your computer and about your visits to and use of this website (including your IP address, geographical location, browser type, referral source, length of visit and number of page views).
- information that you provide for the purpose of enquiries or registering with us.
- information that you provide for the purpose of subscribing to website services, email notifications and/or newsletters.
- any other information that you choose to send to us.

3.1 Cookies

A cookie consists of information sent by a web server to a web browser and stored by the browser. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We may use both "session" cookies and "persistent" cookies on the website. We will use the session cookies to: keep track of you whilst you navigate the website. We will use the persistent cookies to: enable our website to recognise you when you make subsequent visits to this website.

Session cookies will be deleted from your computer when you close your browser. Persistent cookies will remain stored on your computer until deleted, or until they reach a specified expiry date.

We use Google Analytics to analyse the use of this website. Google Analytics generates statistical and other information about website use by means of cookies, which are stored on users' computers. The information generated relating to our website is used to create reports about the use of the website. Google will store this information. Google's privacy policy is available at: <http://www.google.com/privacypolicy.html>.

Most browsers allow you to reject all cookies, whilst some browsers allow you to reject just third-party cookies. For example, in Internet Explorer you can refuse all cookies by clicking "Tools", "Internet Options", "Privacy", and selecting "Block all cookies" using the sliding selector. Blocking all cookies will, however, have a negative impact upon the usability of many websites.

4. How your online personal data will be used

All personal data is stored securely in accordance with the EU General Data Protection Regulation (Regulation (EU) 2016/679) (GDPR). Data is used to provide the best possible service to you. Your data will only be used regarding the specific services as described in the website. Any further use of your data will be agreed with you. For example, if I wish to add your name to a contact list to inform you of events, other services as they become available, and general marketing uses.

We may use your personal information to:

- administer the website.
- improve your browsing experience by personalising the website.
- enable your use of the services available on the website.
- send you email notifications which you have specifically requested.
- send to you our newsletter and other marketing communications relating to our business which we think may be of interest to you by post or, where you have specifically agreed to this, by email or similar technology (you can inform us at any time if you no longer require marketing communications).
- provide third parties with statistical information about our users – but this information will not be used to identify any individual user.
- deal with enquiries and complaints made by or about you relating to the website.

- Where you submit personal information for publication on our website, we will publish and otherwise use that information in accordance with the license you grant to us.
- We will not without your express consent provide your personal information to any third parties for the purpose of direct marketing.

5. Consent

You are free at any point to request that your data is not used to contact you further to the initial contact. Your personal data will not be share with any other third party.

We may disclose information about you:

- to the extent that we are required to do so by law.
- in connection with any legal proceedings or prospective legal proceedings.
- in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and reducing credit risk).
- Except as provided in this privacy policy, we will not provide your information to third parties.

6. Security of your personal data

We will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information. We will store all the personal information you provide on our secure (password- and firewall- protected) servers.

Of course, data transmission over the internet is inherently insecure, and we cannot guarantee the security of data sent over the internet.

7. Policy amendments

We may update this privacy policy from time-to-time by posting a new version on our website. You should check this page occasionally to ensure you are happy with any changes.

8. Your rights

You may instruct us to provide you with any personal information we hold about you. Provision of such information may be subject to the payment of a fee (currently fixed at £10.00). You may instruct us not to process your personal data for marketing purposes by email at any time. (In practice, you will usually either expressly agree in advance to our use of your personal data for marketing purposes, or we will provide you with an opportunity to opt-out of the use of your personal data for marketing purposes.)

9. Updating information

Please let us know if the personal information which we hold about you needs to be corrected or updated.