



Privacy Policy

Winchester Life Coach takes your privacy very seriously. I am committed to safeguarding your personal data and comply with current data protection legislation including the GDPR.

If you have any questions about this statement or my approach to keeping your personal data safe, please contact me at isabel@co-active-coach.co.uk

The data I gather

I process and hold personal data such as:

1. Your name and email address, and any other contact details which you have given to me
2. Data on how you engage with the content of my website www.co-active-coach.co.uk
3. Information you provide to me while using my coaching services

How I gather data

I may collect data from you in person, through email, text, social media messaging, social media posting or any other communication that you send me, by you completing and signing a client contract form, or through you submitting a contact or sign-up form on my website, or through cookies on my website.

I may also receive your data from third parties, for example referrals, from search information providers such as Google, or from online networks such as Facebook or LinkedIn.

What I do with the personal data gathered, and the lawful reasons I collect it

Your data is exclusively to carry out my work, to serve you, and to communicate about the Coaching.

Security

I am committed to ensuring that your data is secure. To prevent unauthorised access or disclosure, I have put in place suitable physical, electronic and managerial procedures to safeguard and secure your data.

How long I retain your data

I will retain your data for only as long as it is needed for our coaching purposes, or until you ask me to delete the data I hold.

Controlling your personal data

As the subject of personal data held about you, you have:

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling.

You can see more about these rights at: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>. If you would like to request details of the personal data which I hold about you, or if you wish to exercise any of the other rights set out above, please email me



on isabel@co-active-coach.co.uk.

If you believe that any data is incorrect or incomplete, please email me at this address. I will promptly correct any data found to be incorrect.

If you are not happy with any aspect of how I collect and use your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk). I would be grateful if you would contact me first if you do have a complaint so that I can try to resolve it for you.

I'm registered with ICO with reference number ZA511900.

Third-party Links

My website includes links to third-party websites. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. I do not control these third-party websites and are not responsible for their privacy statements.

Policy date: June 2018. Next review date: June 2020