



JA Pilates & Fitness Privacy Policy

Our contact details

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The type of personal information we collect:

If you sign up to our mailing list, we currently collect and process the following information:

- Personal identifiers, contacts and characteristics - name and email address.

If you join any Pilates or fitness class with us, we currently collect and process the following information:

- Personal identifiers, contacts and characteristics – name, phone number and email address; emergency contact information; and health information.

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Because you wish to be added to our mailing list and receive regular emails from us. You can unsubscribe from our list at any time.
- Because you wish to join a class with us

We use the information that you have given us in order to:

- Send you emails about your classes and other services we might we offer.
- Ensure you experience a safe and effective class with us.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are that we have a legitimate interest.

How we store your personal information

Your information is securely stored.

We keep your email address and name on our Mailing System for as long as you remain a subscriber. If you unsubscribe at any time, your data will be deleted from the system within one week of your un-subscription.

We keep the data provided on your health questionnaire in a secure Google Document for seven years as required by our insurer. At the end of seven years, we will delete the data from the file.

As we ask you to complete a fresh health questionnaire annually, we will continue to hold health data for seven years after you cease attending any classes with us.

If you complete a health questionnaire, but do not actually attend any classes with us, this data will be deleted at the end of the calendar year in which it was completed.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at jane@japilates.co.uk if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at jane@japilates.co.uk.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>