

Rosehip Barn & Rosehip Yoga Privacy Policy

At Rosehip Barn and Rosehip Yoga we're committed to protecting and respecting your privacy. Preservation of your privacy is important to us and we are committed to letting you know how we use your personal information and to making only responsible use of your data.

This Policy explains;

- when and why we collect personal information about people who request information or take part in our events or programmes
- how we use it
- the conditions under which we may disclose it to others
- how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you're happy with any changes.

Any questions regarding this Policy and our privacy practices should be sent by email to gdpr@rosehip-yoga.com or writing to Rosehip Barn, St Clether, Launceston, Cornwall PL15 8QN

Who are we?

Gemma Kempthorne is a sole trader who owns and manages Rosehip Barn and Rosehip Yoga. Creativity, wellbeing and positive social change are at the heart of activities at Rosehip Barn and Rosehip Yoga.

How do we collect information from you?

We obtain information about you when you contact us for information about our activity e.g. to sign up to our newsletter, book a place on a workshop or event. We may also collect information from you with your agreement when you take part in our community programmes or events. This will be collected as a part of evaluation purposes. We collect financial information of yours only when we are engaging you as a supplier or artist.

What type of information is collected from you?

The personal information we collect might include your name, address, email address, phone number and date of birth. If you attend a yoga session you will be asked to fill out a health questionnaire which as well as gathering health and medical information you wish to give, will also ask a few questions that help to gain a better understanding of your lifestyle.

How is your information used?

We may use your information to;

Modify or offer alternative Yoga postures to suit your individual requirements and ensure your safety

- to get a better understanding of who my customers are and how I can best interact with them and offer services of interest
- send you communications which you have requested and that may be of interest to you: these may include information about activities, projects, retreats or other classes
- to carry out our obligations arising from any contracts entered into by you and us – this can be for example if you are taking part in a retreat weekend or Yoga workshop etc.
- process requests that you have submitted
- seek your views or comments on the services we provide
- notify you of changes to our services
- process a grant or job application

We will hold your personal information on our systems for as long as is necessary for the relevant activity, as long as is set out in any relevant contract you hold with us, or until you request to stop receiving information from us. Sensitive information relating to your health and ability to participate in Yoga sessions will be held whilst you are actively participating in Yoga sessions and after that as governed by the timeframe set out by Gemma Kempthorne's public liability insurance provider.

Who has access to your information?

We will never sell or rent your information to third parties.

We will never share your information with third parties for marketing purposes.

Third Party Service Providers working on our behalf

We may pass your information to our third party providers for the purposes of shared projects and providing services to you on our behalf (e.g. Mailchimp to send you mailings). However, if we use third party service providers, we disclose only the personal information that is necessary to deliver the service. Please be reassured that we will not release your information to third parties unless you have requested us to do so, or we are required to do so by law, for example, for safeguarding purposes, by a court order or for the purposes of prevention of fraud or other crime.

Third Party Associates we work in association with

We occasionally work closely with third party associates to deliver our projects (e.g. Dance Centred or FEAST). If you take part in one of our collaborative projects with multiple partners, the relevant third party may use your details to provide you with information and carry out their obligations arising from any contracts you have entered into with them. If they will be acting as a data controller of your information we advise you to also read their Privacy Policy. These third party partners will share your information with us, which we will use in accordance with this Privacy Policy. This will always be outlined at the outset of your engagement with the project.

Your choices

You have a choice about whether or not you wish to receive information from us. If you are already signed up to our mailing list but change your mind about wanting to receive direct communications from us about opportunities and events at Rosehip Barn and Rosehip Yoga then you can unsubscribe at any time.

How you can access and update your information

The accuracy of your information is important to us. If you change email address, or any of the other information we hold is inaccurate or out of date, please email us at: gdpr@rosehip-yoga.com or write to us at: Rosehip Barn, St Clether, Launceston, Cornwall PL15 8QN

You have the right to ask for a copy of the information Rosehip Barn and Rosehip Yoga holds about you (we will charge £10 for information requests to cover our costs in providing you with details of the information we hold about you).

Security

When you give us personal information, we take steps to ensure that it's treated securely. Security precautions are in place to protect the loss, misuse or alteration of your information. We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us. Any paper records will be kept locked and digital files will be stored under password protection.

Communications in connection with our activities will usually be sent by e-mail. E-mail, unless encrypted, is not a fully secure means of communication. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus or risk free.

Non-sensitive details (your email address etc.) are transmitted normally over the internet/email, and this can never be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk. Once we receive your information, we make our best effort to ensure its security on our systems.

The website(s) for Rosehip Yoga and Rosehip Barn may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

16 or Under

We are concerned to protect the privacy of children aged 16 or under. If you are aged 16 or under, please get your parent/guardian's permission beforehand whenever you provide us with personal information e.g signing up to our newsletter or using Eventbrite to book onto an event. We will seek parental permissions for any consents, e.g evaluation or photo / media use.

Review of this Policy

This Policy was last updated in January 2019. It will be reviewed again between 3 – 5 years.