Privacy Policy – Data Protection

By Pippa Moss | 18 May 2018

This privacy policy sets out how I - Pippa Moss (Pippa Moss Yoga Doula/Karma Birth) - uses and protects any information that you give me when you use my website or interact with the business through registering for and attending classes workshops, treatments, signing a Doula agreement, or signing up for email newsletters.

I am committed to ensuring that your privacy is protected. Should I ask you to provide certain information by which you can be identified, then you can be assured that it will only be used in accordance with GPDR and this privacy statement.

I may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 25 May 2018.

Except as set out below, I do not share, or sell, or disclose to a third party, any information collected through my website, or business except to properly administrate the business.

Pippa Moss, operating as "Pippa Moss Yoga Doula" or "Karma Birth" is the collector and processor of data. Certain third-party organisations are also used for collection, storage and processing of data, such as personal health information, payment transactions, email newsletters, etc. In this policy, any reference to "me" or "I" refers to Pippa Moss.

I will never share any personal information you disclose to me. Any photos you provide to me, or I take of you, will only be used with express permission from you, on my website or social media as agreed. At any time, you may ask for any photos to be removed.

What data is being collected?

I may collect the following information, depending on the product or service registered for, or purchased:

- Name
- Contact information including email address, phone number, address
- Transaction details for products/services purchased
- Appropriate and necessary health information including emergency contact information.
- IP address, online geographical and website behavioural data

All information is processed and stored through GDPR-compliant methods or third parties. A full list of third-party processors is included below.

What is the legal basis for processing my data?

The legal basis for processing this data is Legitimate Interest namely the proper administration of my website and business (health information, transactions, website data). I also ensure that I am covered through the legal basis of Consent, by ensuring that all data you provide us is given with appropriate consent (mailing list and relevant product/service information).

Will my data be shared with any third parties?

Some information is shared via third-party organisations. We are committed to ensuring all third-party partners are GDPR compliant and have appropriate Privacy Policies.

All third party organisations that we share data with and links to their privacy policies are below:

Payment processors

- Stripe – https://stripe.com/gb/privacy
- Paypal – https://www.paypal.com/en/webapps/mpp/ua/privacy-full

Data storage

- Dropbox – https://www.dropbox.com/en_GB/privacy
- Survey Monkey - https://www.surveymonkey.com/curiosity/surveymonkey-committed-to-gdpr-compliance/

Website, Email notifications and newsletter

- Wix - https://support.wix.com/en/article/general-data-protection-regulation-gdpr

Website cookies

My website uses traffic log cookies to identify which pages are being used. This helps me analyse data about web page traffic and improve my website in order to tailor it to customer needs. I only use this information for statistical analysis purposes and then the data is removed from the system.
You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

How will the information be used?

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping for tax and insurance purposes.
- Improve our products and services.
- Sending email newsletters with information about the business products and services that you have registered for or purchased.
- Promotions, special offers or market research emails related to products or services that you have registered for, enquired about or purchased.
- We may use the information to customise the website according to your interests or location.
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How long will the data be stored for?

All data health and financial information will be stored for a minimum of 7 years, which are required, by law, for insurance and tax purposes.
All data stored will be stored securely, password-protected and stored on GDPR-complaint third-party systems. Any hard copies of forms containing personal data will be kept in a locked filing cabinet and destroyed either when it is no longer required for my records, or you request it's removal (see below)

What rights do you have?

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you fill in a form on the website, do not check the box agreeing to being sent any emails.
- Do not complete certain fields in health questionnaires (please note that failure to disclose relevant health information may affect our ability to provide you with safe and appropriate care, and may result in our refusal to provide you with services).
- Do not accept cookies on our website (please note that this may affect your user experience of the website)

You may request details of personal information which I hold about you under the Data Protection Act 1998. If you would like a copy of the information held on you please email Pippa at karmabirth@yahoo.co.uk. I will provide information on all data about you within 30 days.
If you believe that any information we are holding on you is incorrect or incomplete, please email us as soon as possible. We will promptly correct any information found to be incorrect.

Deleting your data

If you have previously agreed to us using your personal information for direct marketing purposes, or for usage of products or services, and you would like us to remove your data please email us at karmabirth@yahoo.co.uk and I will remove/delete your data within 30 days.