

School of Holistic Therapy Privacy Policy

Policy Statement

The School of Holistic Therapy is committed to protecting and preserving the privacy of our students, website visitors and staff.

This policy sets out how we process any personal data we collect or that you provide. We confirm that we will keep your information secure and that we will comply with all applicable UK Data Protection legislation and regulations (Data Protection Act 2018).

Types of information we may collect about you

We may collect, store and use the following kinds of personal information:

- Information you supply to us
 - Website payment details – name and reference only (PayPal)
 - Online enquiries – this may include your name, address, email address and phone number
- Information our website automatically collects about you
 - Technical information – anonymised version of your IP address, browser type and version, operating system and platform
 - Information about your visit – including pages visited, period of time on the site, how you got to the site, clicks on the site and documents downloaded

How we use information collected about you

We use the information in the following ways:

- To provide you with information and/or services that you request from us
- To register students with MTI for course registration and exams

Disclosure of your information

Any information you provide us is either emailed or provided by you on completion of registration documents. Any paper documents are stored in a secure place as per the Data Protection Act 2018.

We do not rent, sell or share personal information about you with other people or non-affiliated companies or organisations.

Third party links – our website does contain links to and from other third party websites. If you follow a link to any of these websites, please note that they will have their own privacy policies and we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

Information Requests

Under the Data Protection Act 2018, individuals have the right to find out what information we store and that it is being processed lawfully. These include the right to:

- be informed about how data is being used
- access personal data
- have incorrect data updated
- have data erased
- stop or restrict the processing of your data
- data portability (allowing you to get and reuse your data for different services)
- object to how data is processed in certain circumstances

Requests for information should be submitted in writing to the School Director by email to Simonetta.logan@holistic-school.com.

The School of Holistic Therapy must give you a copy of the data they hold about you as soon as possible, and within 1 month at most.

Reviewed 18/10/22