

Just Dance Fitness Training Ltd. (trading as 'Flowetic') Data Protection and Privacy Policy

Privacy Overview

Flowetic collects and uses your personal data to keep you updated about everything Flowetic related, including class information, free classes, special deals, events, news and updates. You will only be sent information if you have specifically opted in to receive the Flowetic newsletter from 25th May 2018 (as per the GDPR policies outlined below) and can unsubscribe from this newsletter by clicking the 'unsubscribe' link at the footer of each newsletter. Alternatively, to request to be removed from all Flowetic communications manually, please contact info@flowetic.co.uk.

Flowetic Privacy Notice

Flowetic is committed to protecting your privacy. This privacy policy sets out how Flowetic uses and protects any information provided by individuals who take part in any Flowetic activities.

Your Personal Data and Membership

As an attendee of Flowetic events, free classes and workshops, Flowetic collects, stores and uses the personal data that you provide. Flowetic does this so that we can effectively manage these classes and events and ensures that as a participant you are kept informed and safe. Flowetic may use your data to contact you with class updates and wider group exercise related news, updates and opportunities.

Flowetic will not share your personal data. All data you provide to Flowetic is stored on a password-protected device and locked away.

You may request details of personal data that Flowetic holds about you or withdraw your consent at any time by contacting 07522 231 446 or info@justdanceuk.com. If you have any concerns about the Flowetic information rights practices you can raise them here www.ico.org.uk or by calling 03031 231 113.

Data Protection GDPR Policy

Flowetic is fully committed to comply with the General Data Protection Regulation (GDPR). The GDPR applies to all organisations and sole traders that process data relating to their employees, as well as to others including customers, contractors and clients. It sets out principles that should be followed by those who process data; it gives new and extended rights to those whose data is being processed.

To this end, Flowetic endorses fully and adheres to the six principles of data protection, as set out in the Article 5 of the GDPR.

1. Data must be processed lawfully, fairly and in a transparent manner in relation to individuals.
2. Data must be collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes.
3. Data must be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.
4. Data must be accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay.

5. Data must be kept in a form that permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed.
6. Data must be processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

These principles must be followed at all times when processing or using personal information. Therefore, through appropriate management and application of processes and controls, Flowetic will:

- Observe the conditions regarding the collection and use of information including the giving of consent
- Meet the legal obligations to specify the purposes for which information is used
- Collect and process appropriate information only to the extent that it is needed to fulfil my operational needs
- Ensure the quality of information used
- Ensure that the information is held for no longer than is necessary
- Ensure that the rights of people about whom information is held can be fully exercised under the GDPR (i.e. the right to be informed that processing is being undertaken, to access one's personal information; to prevent processing in certain circumstances, and to correct, rectify, block or erase information that is regarded as incorrect)
- Take appropriate security measures to safeguard personal information
- Publicise and abide by individuals' right to appeal or complain to the supervisory authority (the Information Commissioner's Office (ICO)) in the event that agreement cannot be reached in a dispute regarding data protection
- Ensure that personal information is not shared or transferred abroad without prior written consent

Data Security

Flowetic will ensure that:

- Personal data is kept securely
- Personal information is not disclosed either orally or in writing or via Web pages or by any other means, accidentally or otherwise, to any unauthorised third party.

Subject Consent

The GDPR sets a high standard for consent and requires a positive opt-in. Neither pre-ticked boxes nor any other method of default consent are allowed. As required by the GDPR, I take a "granular" approach i.e. I ask for separate consent for separate items and will not use vague or blanket requests for consent. As well as keeping evidence of any consent, I ensure that people can easily withdraw consent (and tell them how this can be done).

The GDPR provides for special protection for children's personal data and Flowetic complies with the requirement to obtain parental or guardian consent for any data processing activity involving anyone under the age of 13.

Conclusion

This policy sets out Flowetic's commitment to protecting personal data and how that commitment is implemented in respect of the collection and use of personal data.