# **GDPR Policy**

**Uplift Dance & Fitness**



Last Reviewed - April 2025

## **Introduction**

Uplift Dance and Fitness is committed to protecting and respecting your privacy. This General Data Protection Regulation (GDPR) policy outlines how we collect, use, and store personal data for both in-person and online interactions with our dance and fitness studio. This policy applies to all of our services, whether you engage with us in person or via our online platforms.

By using our services, enrolling in our classes, or interacting with us, you consent to the collection and use of your personal information as described in this policy. If you do not agree with this policy, please do not provide your personal data to us.

## **1. Data Controller Information**

Uplift Dance & Fitness
upliftdanceandfitness@gmail.com
www.upliftdanceandfitness.com

## **2. Types of Personal Data We Collect**

We may collect and process the following types of personal data:

* **Personal Identification Information**: Name, date of birth, gender.
* **Contact Information**: Email address, phone number, postal address.
* **Health and Medical Information**: Any relevant medical conditions or allergies (if provided).
* **Payment Information**: Bank details, payment method information, invoices.
* **Photographs or Video Recordings**: Images or videos taken during classes, performances, or events (with consent).
* **Communication Data**: Emails, messages, feedback, or any other communications with us.
* **Online Account Data**: If you register on our website or platform, we may collect account details, login credentials, and activity data.

## **3. How We Use Your Data**

We use the personal data we collect for the following purposes:

* **To Provide Our Services**: To facilitate dance and fitness classes, workshops, events, and performances.
* **Communication**: To inform you about class schedules, events, updates, and changes.
* **Billing and Payments**: To process payments, issue invoices, and manage financial records.
* **Health and Safety**: To ensure the safety and wellbeing of our students, particularly in relation to medical conditions or allergies.
* **Marketing and Promotions**: To send you information about new classes, special offers, or events (only with your consent).
* **Photography and Video Consent**: If you consent, we may use images or videos taken during classes or performances for promotional purposes.
* **Legal Obligations**: To comply with legal obligations or respond to legal inquiries.

## **4. Legal Basis for Processing Data**

We process your personal data based on the following legal grounds:

* **Consent**: Where you have given us explicit consent to process your data for specific purposes (e.g., marketing, photography).
* **Contractual Necessity**: To fulfill the terms of our agreement with you (e.g., providing dance and fitness classes, processing payments).
* **Legal Obligation**: To comply with legal requirements (e.g., health and safety regulations).
* **Legitimate Interests**: To carry out our business functions and provide you with the best experience, as long as your rights and freedoms are not outweighed.

## **5. How We Store and Protect Your Data**

We take the security of your personal data seriously and implement appropriate technical and organisational measures to protect it. These measures include:

* **Encryption**: Sensitive data, such as payment information, is encrypted.
* **Access Controls**: Only authorised personnel have access to your personal data.
* **Regular Audits**: We regularly review our data protection practices and systems.
* **Physical Security**: We take steps to ensure physical security at our premises to prevent unauthorised access.

## **6. Sharing Your Data**

We do not share your personal data with third parties unless:

* **Service Providers**: We share data with trusted third-party service providers who assist in delivering our services (e.g., payment processors, email marketing platforms). These providers are bound by data protection agreements.
* **Legal Requirements**: We may share your data if required by law, for legal proceedings, or to protect our rights and property.

## **7. Data Retention**

We will retain your personal data for as long as necessary to fulfill the purposes outlined in this policy, unless a longer retention period is required by law or for legal obligations. Once your data is no longer required, it will be securely deleted or anonymised.

## **8. Your Rights Under GDPR**

Under the GDPR, you have the following rights regarding your personal data:

* **Right to Access**: You have the right to request a copy of the personal data we hold about you.
* **Right to Rectification**: You have the right to request corrections if your personal data is inaccurate or incomplete.
* **Right to Erasure**: You have the right to request the deletion of your personal data in certain circumstances.
* **Right to Restrict Processing**: You have the right to request the restriction of processing of your data in certain cases.
* **Right to Data Portability**: You have the right to request a copy of your personal data in a structured, commonly used, and machine-readable format.
* **Right to Object**: You have the right to object to the processing of your data for marketing purposes or if you believe it is being processed unlawfully.

If you wish to exercise any of these rights, please contact us using the contact details provided above.

## **9. Children’s Privacy**

We do not knowingly collect or process personal data from children under the age of 16 without parental consent. If you believe that we have inadvertently collected such data, please contact us, and we will take steps to delete it.

## **10. Changes to This Policy**

We may update this GDPR policy from time to time. Any changes will be posted on our website, and if appropriate, we will notify you via email or other communication channels. Please review this policy periodically to stay informed about how we are protecting your personal data.

## **11. Contact Us**

If you have any questions or concerns about this policy or how we handle your personal data, please contact us at:

Uplift Dance & Fitness
upliftdanceandfitness@gmail.com
www.upliftdanceandfitness.com

This GDPR policy was last updated on 18th April 2025.