

HOW WE COLLECT YOUR DATA

We collect your information when you register as a student with us (by filling in a new student form), you visit or make purchases via our website or when you sign up to receive update emails from us. We may also receive information from you if you contact us in other ways, such as by email or letter.

WHAT DATA WE COLLECT

When you register as a student with us, we collect details such as your name, address, email, contact number, yoga experience, emergency contact and relevant medical details.

If you make a purchase via our website, we will collect your name, email, address and credit/debit card information

If you visit our website you will be asked to accept our use of “cookies”. We use these to enhance your experience and gather information about visits to our website. Please see the section below about our use of cookies.

ADDITIONAL DATA SOURCES

Abi Wood Yoga and YogaArt Sessions do not purchase individual personal data from third parties and we never sell or pass on your data to any third party for marketing purposes.

HOW AND WHY WE USE YOUR INFORMATION

We may use the information we collect from you when you register, purchase products, enter a contest or promotion, respond to a survey or marketing communication, surf the website, or use certain other site features in the following ways:

- To personalise your website experience and to allow us to deliver the type of content and product offerings in which you are most interested.
- To allow you to register for classes or make purchases via our website.
- To ensure your safe attendance at our classes, workshops and retreats.
- To quickly process your transactions.
- To administer a contest, promotion, survey or other site feature.

- If you have opted-in to receive our updates, we may send you periodic e-mails. You can choose to opt out of receiving these emails at any time either by clicking on the 'unsubscribe' link at the bottom of the email or by contacting info@abiwoodyoga.com or info@yogartsessions.com. Please note that due to the way we schedule marketing emails you may receive any emails already in production after you unsubscribe.

HOW DO WE PROTECT YOUR INFORMATION?

We implement a variety of security measures to maintain the safety of your personal information. Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems and are required to keep the information confidential. When you place orders or access your personal information, we offer the use of a secure server. All sensitive/credit information you supply is transmitted via Secure Socket Layer (SSL) technology and then encrypted into our databases to be only accessed as stated above.

SHARING YOUR INFORMATION WITH OTHERS

There are a limited number of circumstances where we might share some of your information:

- As you would expect, we share your information with employees of Abi Wood Yoga and YogaArt Sessions. so they can administer our business.
- We sometimes need to share your data with our teachers and trainee teachers (who work for us but aren't employed by us) so that we can ensure your safety when you attend our classes, retreats and workshops. Teachers and Trainee Teachers have signed contracts with us which oblige them to protect your data in the same way we do.
- We share your data with third parties who process data for us, such as admin staff who work for us on a self-employed basis. Any third party used in this way have signed contracts with us which oblige them to protect your data in the same way we do.
- Your data is also shared with third party companies whose software we use to run our business. All the companies we use are either within the EU (and so covered by EU Data Protection Legislation), or they are part of the US Privacy Shield Framework, or they have data protection policies which ensure an equivalent level of protection for your data.

OUR USE OF COOKIES

Cookies are small text files that websites send to your computer's hard drive through your Web browser (if you allow) that enables the site's or service provider's systems to recognise your browser and capture and remember certain information.

We use cookies to help us remember and process the items in your shopping cart. They are also used to help us understand your preferences based on previous or current site activity, which enables us to provide you with improved services. We also use cookies to help us compile aggregate data about site traffic and site interaction so that we can offer better site experiences and tools in the future.

Cookies are not computer programs and can't read other information saved on your hard drive. They cannot be used to disseminate viruses, or get a user's email address etc. They only contain and transfer to the website as much information as the users themselves have disclosed to that website.

We may contract with third-party service providers to assist us in better understanding our site visitors. These service providers are not permitted to use the information collected on our behalf except to help us conduct and improve our business.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser (like Firefox or Internet Explorer) settings. Each browser is a little different, so look at your browser Help menu to learn the correct way to modify your cookies. If you turn cookies off, you won't have access to many features that make your site experience more efficient and some of our services will not function properly. However, you can still place orders over the telephone by contacting customer service.

The different kinds of cookies we use are:

- Essential cookies. These allow you to use the basic functionality of our website, for example browsing products, ordering and paying for items etc.

- Performance cookies. These allow us to get to know how you use our website. They are used to analyse visitor information such as visitor numbers and site usage and they help us to analyse how effective our advertising is and to know what our customers are interested in. We also use this information to help improve our website, make our marketing more relevant and to improve your experience of using our website.

- Functionality cookies. These allow us to provide additional functionalities to the website and will retain some settings information. Whilst not essential for

the functionality of our site, they do enable extra features that should improve your browsing and shopping experience.

Cookies we use include:

- Google Analytics – allows us to track website user traffic
- Facebook – allows the ‘like this’ functionality
- Twitter – allows the ‘tweet’ functionality
- Pinterest – allows the ‘pin’ function
- Instagram – allows the ‘hashtag’ and ‘feed’ functions

DATA OVER THE INTERNET

We use third-party service providers (Facebook) to serve ads on our behalf across the internet and sometimes on our site. They may collect anonymous information about your visits to our Web site, and your interaction with our products and services. They may also use information about your visits to this and other Web sites to target advertisements for goods and services. This anonymous information is collected through the use of a pixel tag, which is industry standard technology used by most major websites. No personally identifiable information is collected or used in this process. They do not know the name, phone number, address, email address, or any personally identifying information about the user. If you would like more information about this practice and to know your choices about not having this anonymous information used by our third party service provider, please visit our third party service provider’s websites.

www.facebook.com/

HOW LONG DO WE HOLD YOUR DATA FOR?

In line with our retention policies we will hold individual data as follows:

- Student data will be retained for 3 years following the last attendance at a class, workshop or retreat
- Abi Wood Yoga and YogaArt Sessions do not hold Financial data (credit/debit card details). When paying for classes via our website the payment merchant provider is Stripe.com and the payment gateway is tulasoftware.com. Please contact these organisations for details of their Privacy Notice
- Contracts with Teachers or Trainee teachers will be held for 3 years following termination of the contract.
- Contracts with third party processors will be held for 3 years following termination of the contract.

YOUR RIGHTS

You have the right to access any data we hold about you (this is called making a 'subject access request'). We will deal with any subject access request within 30 days. Please contact us in writing (letter or email) using the contact information above if you would like to do this. You can get more information about subject access requests on the Information Commissioners website at www.ico.org.uk.

You also have the right to ask us to amend your data if it is incorrect. Please contact us if you would like to do this.

You have the right to ask us to stop processing your data. Please contact us if you want us to do this and as far as we are able to (taking into account our own legal obligations) we will do so.

You have the right of portability over your data. This means you can ask us to pass on information we hold about you to a third party in machine readable format. Please contact us if you would like to do this.

If you have any queries or complaints about how we are using your data then please contact us and we will do our utmost to help you. If, after contacting us you feel your complaint has not been dealt with satisfactorily, you can contact the Information Commissioners Office on 0300 123 1113 or via their website at www.ico.org.uk.

To modify your personal information, (Name email address and telephone number on your studio account please go to <https://www.yogartsessions.com/myaccount>

THIRD PARTY LINKS

In an attempt to provide you with increased value, we may include third party links on our site. These linked sites have separate and independent privacy policies. We therefore have no responsibility or liability for the content and activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these linked sites (including if a specific link does not work).

CHANGES TO OUR POLICY

If we decide to change our privacy policy, we will post those changes on this page. Policy changes will apply only to information collected after the date of the change. This policy was last modified on 18th December 2019.

TERMS AND CONDITIONS

Please also visit our [Terms and Conditions](#) section establishing the use, disclaimers, and limitations of liability governing the use of our website.

YOUR CONSENT

By using our site, you consent to our privacy notice.

QUESTIONS?

We welcome your questions, comments, and concerns about privacy. Please send us any and all feedback pertaining to privacy, or any other issue. You can do this by email, telephone or in writing using the details below.

Abi Wood Yoga or YogaArt Sessions

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