

## **BomBomb Fitness Privacy Policy**

BomBomb Fitness ("us", "we", or "our") understands that your privacy is important and that you care about how your personal data is used. We respect and value the privacy of everyone who visits our website <a href="mailto:bombombfitness.co.uk">bombombfitness.co.uk</a>, or provides personal information in our classes and will only collect and use personal data in ways that are described here, and in a manner that is consistent with our obligations and your rights under the law.

This policy applies to the processing of personal data in manual and electronic records kept by BomBomb Fitness in connection with potential, current and former students.

"Personal data" is information given to BomBomb Fitness either online or in person that relates to an identifiable person who can directly or indirectly be identified from that information, for example, a person's name, location, email address, and pseudonymised data.

This definition shall, where applicable, incorporate the definitions provided in the EU Regulation 2016/679 – The General Data Protection Regulation ("GDPR"); and "Special categories of personal data" is data which relates to an individual's health, gender, date of birth, emergency contact details, payment information.

"Data processing" is any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

BomBomb Fitness is committed to ensure that personal data, including special categories of personal data is processed in line with GDPR and domestic laws and all instructors conduct themselves in line with this and other related policies.

Where third parties process data on behalf of BomBomb Fitness, we will ensure that they take measures in order to protect your data.

In line with GDPR, BomBomb Fitness will be accountable for the processing, management, regulation, storage and retention of all personal data held in hard copy and electronically.

#### **How BomBomb Fitness collects data**

When booking a class or service on our website, we will collect personal information you give us such as your name, email address and telephone number. At this time your personal information will only be used to send a confirmation and reminder of the class or services booked.

BomBombfitness.co.uk is hosted by Wix.com. Wix.com provides the online platform that allows BomBomb Fitness to sell our classes and services to you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

When attending your first class, you will be asked to complete a Pre-Activity Readiness Questionnaire. The information requested on this form is required as part of your service contract with BomBomb Fitness to ensure we can deliver a safe experience for all students regardless of circumstantial, health or medical conditions.



When completing this form you will be given the option to join or decline receiving our e-Newsletter. If you do not confirm you would like to receive our e-Newsletter, BomBomb Fitness will assume this means you do not want to, unless we are otherwise informed.

You will also be offered the opportunity to confirm how you found out about our class/services for market research. Data obtained from this question will also be stored electronically and anonymised.

Individuals contacting BomBomb Fitness by telephone or email will be responded to using the same method, unless otherwise requested. Personal data received this way will not be extracted and stored elsewhere unless the individual later becomes a student of BomBomb Fitness.

### **Data protection principles**

All personal data obtained and held by BomBomb Fitness will:

- Be processed fairly, lawfully and in a transparent manner
- Be collected for specific, explicit, and legitimate purposes
- Be adequate, relevant and limited to what is necessary for the purposes of processing
- Be kept accurate and up to date. Every reasonable effort will be made to ensure that inaccurate data is rectified or erased without delay
- Not be kept for longer than is necessary for its given purpose. Where students have not
  engaged or inquired about classes or services for a period of 12 months, personal data will
  be erased.
- Be processed in a manner that ensures appropriate security of personal data including protection against unauthorised or unlawful processing, accidental loss, destruction or damage by using appropriate technical or organisation measures
- Comply with the relevant GDPR procedures for international transferring of personal data.

In addition, personal data will be processed in recognition of an individuals' data protection rights, as follows:

- The right to be informed
- The right of access
- The right for any inaccuracies to be corrected (rectification)
- The right to have information deleted (erasure)
- The right to restrict the processing of the data
- The right to portability
- The right to object to the inclusion of any information
- The right to regulate any automated decision-making and profiling of personal data.

All personal data is processed and stored securely, for no longer than is necessary in light of the reason(s) for which it was first collected. We will comply with legal obligations and safeguard your rights under GDPR at all times.

Our use of your personal data will always have a lawful basis, either because it is necessary for BomBomb Fitness's performance of a contract with you, because you have consented to BomBomb Fitness using your personal data (e.g. by subscribing to our e-Newsletter), or because it is in BomBomb Fitness's legitimate interests. Specifically, BomBomb Fitness may use your data for the following purposes:

- Keeping records of class, workshop and service (e.g. shows/parties) attendance
- Keeping record of membership payments and package options where applicable



- Keeping record of circumstantial, health or medical information necessary to ensure wellbeing when attending BomBomb Fitness classes or services
- Sending confirmation receipts and reminders for classes you have booked on our website
- Supplying our services to you (please note that BomBomb Fitness requires your personal data in order to enter into a contract with you)
- Replying to emails from you
- Sending you our e-Newsletter if you have opted to receive this (you may unsubscribe or optout at any time

## **Data Storage**

BomBomb Fitness only keep your personal data for as long as required to use it as described above/as long as we have your permission to keep and use it.

In addition to your rights under the GDPR, when you submit personal data either online or in person, you may give options to restrict our use of data.

You can initially confirm or decline to receive our marketing e-Newsletter, and may subscribe/unsubscribe at any time using the links provided in our emails.

BomBomb Fitness do not use telephone marketing, unless you have contacted BomBomb Fitness first using this method. When provided, telephone numbers are only kept for emergency contact numbers in the event of an emergency when attending a class or service.

#### **Accessing Data**

You have the right to ask for a copy of your personal data held by BomBomb Fitness (where such data is held). Under the GDPR, no fee is payable, and BomBomb Fitness will provide any and all information in response to your request free of charge. To request your data, please email bombombfitness@gmail.com.

# **Cookies Policy**

Last updated: May 24, 2018

BomBomb Fitness uses cookies on the www.bombombfitness.co.uk website (the "Service"). By using the Service, you consent to the use of cookies.

Our Cookies Policy explains what cookies are, how we use cookies, how third-parties we may partner with may use cookies on the Service, your choices regarding cookies and further information about cookies.

#### What are cookies

Cookies are small pieces of text sent to your web browser by a website you visit. A cookie file is stored in your web browser and allows the Service or a third-party to recognize you and make your next visit easier and the Service more useful to you.

Cookies can be "persistent" or "session" cookies. Persistent cookies remain on your personal computer or mobile device when you go offline, while session cookies are deleted as soon as you close your web browser.

## **How BomBomb Fitness uses cookies**

When you use and access the Service, we may place a number of cookies files in your web browser. We use cookies to enable certain functions of the Service.



We use both session and persistent cookies on the Service and we use different types of cookies to run the Service:

Essential cookies. We may use cookies to remember information that changes the way the Service behaves or looks, such as a user's language preference on the Service.

### What are your choices regarding cookies

If you'd like to delete cookies or instruct your web browser to delete or refuse cookies, please visit the help pages of your web browser.

Please note, however, that if you delete cookies or refuse to accept them, you might not be able to use all of the features we offer, you may not be able to store your preferences, and some of our pages might not display properly.

For the Chrome web browser, please visit this page from Google:

https://support.google.com/accounts/answer/32050

For the Internet Explorer web browser, please visit this page from Microsoft:

http://support.microsoft.com/kb/278835

For the Firefox web browser, please visit this page from Mozilla:

https://support.mozilla.org/en-US/kb/delete-cookies-remove-info-websites-stored

For the Safari web browser, please visit this page from Apple:

https://support.apple.com/kb/PH21411?locale=en\_US

For any other web browser, please visit your web browser's official web pages.

Where can you find more information about cookies

You can learn more about cookies and the following third-party websites:

AllAboutCookies: http://www.allaboutcookies.org/

Network Advertising Initiative: http://www.networkadvertising.org/

## **Contacting Us**

If you have any questions about our website or this Privacy Policy, please email bombombfitness@gmail.com . Please ensure that your query is clear, particularly if it is a request for information about the data BomBomb Fitness holds on you.

# **Changes to Our Privacy Policy**

We reserve the right to modify this privacy policy at any time, so please review it frequently. Changes and clarifications will take effect immediately upon their posting on the website. If we make material changes to this policy, we will notify you here that it has been updated, so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we use and/or disclose it.