



GENERAL DATA PROTECTION POLICY (GDPR)

The GDPR (General Data Protection Regulation) of 25 May 2018 is the legal regulation that has been put in place to safeguard an individual's personal information. The following privacy policy details the lawful basis for Shelki to hold information, the type of information that Shelki holds about its customers, why that information is required, whom it is shared with, how that information is used and protected. Details the rights an individual has regarding access to that information or requests for information held to be amended or deleted.

WHY THE INFORMATION IS REQUIRED?

The lawful basis by which Shelki holds this information is held under Special Category Data: Health.

In order to provide an effective and safe massage/therapy session, Shelki requires information about your current health and medical history.

This information is used only to provide you with the best possible outcome of the session/workshop.

Shelki also requires your contact details to arrange appointment times with you.

WHAT INFORMATION DOES SHELKI COLLECT ABOUT YOU?

Shelki collects information on the first contact with our services (whether by telephone, email, or through our website inquiry form at www.shelki.com), and upon your first session, you complete the consultation form.

HOW WILL WE USE THE INFORMATION GATHERED?

Shelki requires this information to provide you with a safe and practical session. Additionally, the information is used to refer to subsequent treatments. Please notify us if there are any changes to your circumstances or health.

The information is not shared with anyone else without discussion with you and your consent. This will only be done with your consent, unless if required for a legal process.

The reason, why this is necessary and obtaining your explicit consent, may be invalid.

Shelki may use the contact information you provide to contact you about appointment times or dialogue regarding your session unless you state otherwise.

HOW LONG IS THE INFORMATION HELD FOR?

Shelki is required to keep your information for seven years after your last session for insurance purposes. Your data will not be transferred without your consent.

YOUR RIGHTS

Individuals are provided with legal rights governing the use of their personal data. These grant individuals the right to understand what personal data relating to them is held, for what purpose, how it is collected and used, with whom it is shared, where it is located, to object to its processing, to have the data corrected if inaccurate, to make copies of the data and to place restrictions on its processing. Individuals can also request the deletion of their data.

These rights are known as Individual Rights under the Data Protection Act 2018. The following list details these rights:

- The right to be informed about the personal data being processed;
- The right of access to your data;
- The right to rectification if there is something incorrect or incomplete;
- The right to the erasure of your data;
- The right to limit how the information is used or shared;
- The right to portability. Under certain circumstances, a copy of electronically held information can be requested so it can be reused in other systems;
- The right to object if there are certain parts of an individual's information that they do not want to be used or to be used only for specific purposes

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