

## PRIVACY NOTICE

At Happy Hands Club we respect and care about your privacy. We value that our customers may wish to know why their data is being collected and how it will be used. We therefore kindly ask that you take a short while to read carefully 'Our Promise To You'.

Thank you.

### OUR PROMISE TO YOU

The data we collect is only used to;

- Contact you with information about classes and events
- To tailor classes to suit customers needs
- To contact next of kin in an emergency
- To seek permission for images to be used for promotions and events.

For us ensure you are happy for us to continue to contact you, we will ask you to update your details and renew permission to keep data every 12 months.

As a company Happy Hands Club will not share your information with outside parties.

Should you wish to update or delete data at anytime please contact your Club Leader they will be happy to help.

Should you think there is a problem in the way we handle our data you have the right to complain to the Information Commissioners Office. (<https://ico.org/for-organisations/data-protection-reform>)

### TERMS AND CONDITIONS

You agree that Happy Hands Club can store your personal information to contact you with details of classes and events: and to contact your next of kin in the case of emergency.

You agree that you are responsible for the safety and well being of your little one throughout the on-line class. You agree that if instruments have been handmade that they are secure, safe and age appropriate for use. You agree that the space you are using to participate in the session is safe and hazard free.

You also agree that you are happy for you and your little one to be photographed and/or filmed during the sessions for publicity and advertising purposes.

Your class leader will inform you at the beginning of the session if photography is being used . It is your responsibility to inform the class leader if you disagree.