



## **GDPR & Privacy Policy**

Eat, Sleep, Ride C.I.C. take your privacy seriously. We will only use your personal information to administer your account and to provide the products and services you have requested from us. In line with the requirements of the General Data Protection Regulations 2018. We have a responsibility to inform you of what data is stored, how we use it and how we protect it.

We collect and store contact details via the Client registration form if you come here for lessons, which gives us the following details:

- Name
- Address
- Telephone number(s)
- Email
- Emergency contact details
- Further Personal details include: Date of Birth, Weight, Height and information on your equestrian status
- Riding disclaimer

Names, telephone numbers and emails submitted via digital/social media mediums for expression of interest in services or competitions will also be retained and emails may be used to distribute the company newsletters. You can unsubscribe from this newsletter at any time.

In addition, within the Livery contracts, sharer contracts or sharer client contracts we also collect and store the following details:

- Name
  - Address
  - Telephone number(s)
  - Email
  - Emergency contact name and telephone number(s)
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- We will only use your contact details to contact you in the relation to the service(s) you have purchased/contracted for or have expressed an interest in.
  - We only use your personal information to help us refine the service we deliver to you.
  - We do not sell nor share this information, in whole or part or with any third-party organisation..
  - We do not hold any financial information about you, e.g. credit or debit card, or bank account details. Card data, when given over the phone, or in person, is not stored nor recorded, other than for the transaction in hand. Some clients make regular payments by standing order which you, the client, oversee.
  - You must be over 16 for your details to be added to our database. In the case of child taking a lesson the parents contact details will be taken.
  - Information is stored electronically and in hard copy format. Protection against theft is in place and has been upgraded.
  - Within the Centre we have CCTV for the purposes of crime prevention and public safety.
  - You have the right to have your data deleted at any time and we will advise if this affects the service you have purchased or contracted for.
  - We will inform you if we experience a data breach.