

Cirque de Silk – Privacy Policy

This is the general Privacy Policy for *Cirque de Silk*. At *Cirque de Silk*, we collect different types of information about our customers for six main reasons:

- 1. To provide classes suitable for all users**
- 2. To help us monitor and improve the classes we offer**
- 3. To keep customers up to date about the classes they have booked**
- 4. To fulfil contracted services**
- 5. To ensure customers are safe to practice aerial (medical information)**
- 6. If we have permission from the customer, to market relevant classes, workshops and performances to them**

(i) The protection of your privacy and personal information is important to us. We make sure that not only do we have appropriate security measures in place, but that any information passed onto your teacher is also safeguarded to the same standard.

(ii) We will respect your privacy. You should receive newsletters and marketing emails only from us.

(iii) We correspond with you because you are an existing customer or have previously expressed an interest in hearing from *Cirque de Silk*. Should you change your mind and no longer want us to contact you, just let us know and we will comply with your instruction immediately.

(iv) We will make it clear at the point we request your information why we are collecting it and how we are going to use it.

(v) We will collect and use your personal information only if we have your permission or we have sensible business reasons for doing so, such as collecting enough information to manage your booking or process your class registration.

(vi) We will minimise the amount of information we collect from you to what we need to deliver our services.

(vii) We will be clear in our dealings with you as to what information about you we will collect and how we will use it.

(viii) We will use personal information only for the purposes for which it was originally collected and we will delete it securely when you request this or after a clearly defined timescale.

(ix) Our website and social media channels are accessible via the internet. Please remember that if you post any comments or links on any of our sites that they can be read and accessed by anyone and everyone.

Under current data privacy legislation, you have the right to rectify, erase or restrict the processing of your data without undue delay. You may also request access to the data we hold on you. To do this, or to update your personal information at any time, please contact us at cirquedesilk@gmail.com.