

Privacy Policy

(version controlled)

Post holder responsible for Policy:	Business and website owner
Author of Policy:	Peter Wilby
Checked and counter signed by:	Laura Wakeham
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Version	Author	Date	Reason
V1.1	Peter Wilby	03/05/2018	To meet requirements of General Data Protection Regulations 2016, effective as of 25 th May 2018

Purpose

This privacy policy applies between you, the User of this Website and PeteWilbyTriathlOn, the owner and provider of this Website. PeteWilbyTriathlOn takes the privacy of your information very seriously. This privacy policy applies to our use of any and all Data collected by us or provided by you in relation to your use of the Website. **A layman summery can be found at the bottom of this policy.**

Definitions and interpretation

1. In this privacy policy, the following definitions are used:

Data	collectively all information that you submit to PeteWilbyTriathlOn via the Website. This definition incorporates, where applicable, the definitions provided in the General Data
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Protection Regulation (GDPR) (EU) [2016](#)

Cookies

a small text file placed on your computer by this Website when you visit certain parts of the Website and/or when you use certain features of the Website. Details of the cookies used by this Website are set out in the clause below (**Cookies**);

PeteWilbyTriathlOn, or us

PeteWilbyTriathlOn of 7 Grenville Avenue, Teignmouth, Devon, TQ14 9NJ;

UK and EU Cookie Law

the Privacy and Electronic Communications (EC Directive) Regulations 2003 as amended by the Privacy and Electronic Communications (EC Directive) (Amendment) Regulations 2011;

GDPR

The **General Data Protection Regulation (GDPR) (EU) [2016](#)**, enforced from 25th May 2018

User or you

any third party that accesses the Website and is not either (i) employed by PeteWilbyTriathlOn and acting in the course of their employment or (ii) engaged as a consultant or otherwise providing services to PeteWilbyTriathlOn and accessing the Website in connection with the provision of such services; and

Website

the website that you are currently using, www.petewilbytriathlon.co.uk, and any sub-domains of this site (namely the booking service: [scheduling](#) and payment platforms: [stripe](#) and [paypal](#)) unless expressly excluded by their own terms and conditions.

Scope of this privacy policy

1. This privacy policy applies only to the actions of PeteWilbyTriathlOn and Users with respect to this Website. It does not extend to any websites that can be accessed from this Website including, but not limited to, any links we may provide to social media websites.

Data collected

2. We may collect the following Data, which includes personal Data, from you:
 - a. Name

- b. contact information such as email addresses and telephone numbers;
- c. your personal description of yourself (no more than 50 words)
- d. medications you currently require
- e. health issues
- f. an emergency contact number
- g. comments on how we may help you or what you would like to achieve
- h. in each case, in accordance with this privacy policy.

Our use of Data

3. For purposes of the **General Data Protection Regulation (GDPR)** (EU) 2016, you, the user is the data controller. Data controller has sole right to remove or change personal data at any time.
4. Unless we are obliged or permitted by law to do so, and subject to any third-party disclosures specifically set out in this policy, your Data will not be disclosed to third parties. This includes our affiliates and / or other companies within our group.
5. All personal Data is stored securely in accordance with the **General Data Protection Regulation (GDPR)** (EU) 2016
6. Any or all of the above Data may be required by us from time to time in order to provide you with the best possible service and experience when using our Website. Specifically, Data may be used by us for the following reasons:
 - a. internal record keeping;
 - b. declaration of health to ensure, you, the user is fit for the service described
 - c. improvement of products / services;
 - d. to contact a – designated by you, the user – person in the case of an emergency during a PeteWilbyTriathlOn service
 - e. contact you, the user by email with promotional materials that may be of interest
 - f. contact for market research purposes which may be done using email, telephone, fax or mail. Such information may be used to customise or update the Website;
 - g. in each case, in accordance with this privacy policy.

Third party websites and services

7. PeteWilbyTriathlOn may, from time to time, employ the services of other parties for dealing with certain processes necessary for the operation of the Website. The providers of such services do not have access to certain personal Data provided by Users of this Website. The Payment and booking platforms used by PeteWilbyTriathlon and you, the user process online payments and schedule services. Occasionally these platforms will legally act as the data controllers in order to comply with its regulatory obligations (such as Know Your Customer (“KYC”) and Anti Money Laundering (“AML”).
8. Third party platforms and their relevant privacy policies used by PeteWilbyTriathlOn:

- a. Stripe – processing credit card data for payments
 - Stripe privacy policy: <https://stripe.com/gb/privacy>
- b. Paypal – processing user paypal account data for payments
 - Paypal privacy policy: <https://www.paypal.com/uk/webapps/mpp/ua/privacy-prev>
- c. Schedulista – processing user data for online booking
 - Schedulista privacy policy: <https://www.schedulista.com/businesses/terms>

Links to other websites

9. This Website may, from time to time, provide links to other websites. We have no control over such websites and are not responsible for the content of these websites. This privacy policy does not extend to your use of such websites. You are advised to read the privacy policy or statement of other websites prior to using them.

Controlling use of your Data

10. Wherever you are required to submit Data, you will be given options to restrict our use of, or to erase that Data from our records. This may include the following:
- a. use of Data for direct marketing purposes; and
 - b. use of personal information for services

Functionality of the Website

11. To use all features and functions available on the Website, you may be required to submit certain Data.
12. You may restrict your internet browser's use of Cookies. For more information see the clause below (**Cookies**).

Accessing your own Data

13. You have the right to ask for a copy of any of your personal Data held by PeteWilbyTriathlOn.

Security

14. Data security is of great importance to PeteWilbyTriathlOn and to protect your Data we have put in place suitable procedures to safeguard and secure Data collected via this Website.
15. If password access is required for certain parts of the Website, you are responsible for keeping this password confidential.
16. We endeavour to do our best to protect your personal Data. However, transmission of information over the internet is not entirely secure and is done at your own risk. We cannot ensure the security of your Data transmitted to the Website.

Cookies

17. This Website may place and access certain Cookies on your computer. PeteWilbyTriathlOn uses Cookies to improve your experience of using the Website and to improve our range of services. PeteWilbyTriathlOn has carefully chosen these Cookies and has taken steps to ensure that your privacy is protected and respected at all times.
18. All Cookies used by this Website are used in accordance with current UK and EU Cookie Law.

19. Before the Website places Cookies on your computer, you will be presented with a pop-up requesting your consent to set those Cookies. By giving your consent to the placing of Cookies, you are enabling PeteWilbyTriathlon to provide a better experience and service to you. You may, if you wish, deny consent to the placing of Cookies; however certain features of the Website may not function fully or as intended.
20. This Website may place the following Cookies:
- a. Analytical/performance cookies. They allow us to recognise and count the number of visitors and to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.
21. You can choose to enable or disable Cookies in your internet browser. By default, most internet browsers accept Cookies but this can be changed. For further details, please consult the help menu in your internet browser.
22. You can choose to delete Cookies at any time; however, you may lose any information that enables you to access the Website more quickly and efficiently including, but not limited to, personalisation settings.
23. It is recommended that you ensure that your internet browser is up-to-date and that you consult the help and guidance provided by the developer of your internet browser if you are unsure about adjusting your privacy settings.

General

24. You may not transfer any of your rights under this privacy policy to any other person. We may transfer our rights under this privacy policy where we reasonably believe your rights will not be affected.
25. If any court or competent authority finds that any provision of this privacy policy (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision will, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this privacy policy will not be affected.
26. Unless otherwise agreed, no delay, act or omission by a party in exercising any right or remedy will be deemed a waiver of that, or any other, right or remedy.
27. This Agreement will be governed by and interpreted according to the law of England and Wales. All disputes arising under the Agreement will be subject to the exclusive jurisdiction of the English and Welsh courts.

Changes to this privacy policy


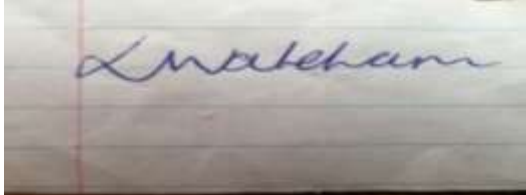
28. PeteWilbyTriathlon reserves the right to change this privacy policy as we may deem necessary from time to time or as may be required by law. Any changes will be immediately posted on the Website and you are deemed to have accepted the terms of the privacy policy on your first use of the Website following the alterations.

Layman Summary

29. In essence, this policy has been created as a clear statement on how PeteWilbyTriathlon will handle your data.
- a. If you subscribe to the mail list via email or website:

PeteWilbyTriathlon – Peter Wilby – BTF Level 3 coach

- you will be contacted by PeteWilbyTriathlon about PeteWilbyTriathlon services and events. No other party will have your details and will not contact you. You can unsubscribe from the list at anytime using the unsubscribe button on any email and your details will be deleted.
- b. If you book a service via the website:
 - You will be contacted automatically by the booking platform. You will only be contacted about a service you booked. You can cancel your booking via the confirmation email. The booking platform privacy policy will detail how your data is stored. You can ask PeteWilbyTriathlon to remove, check or update any of your data on the booking platform at any time.
- c. If you pay through the website:
 - You will be paying via stripe (dealing with credit cards) or paypal (paypal account holders and card payments). These platforms have their own privacy policy. PeteWilbyTriathlon will never use this data without your authority. PeteWilbyTriathlon will remove any details on account any time you ask.

- Peter Wilby	- Laura Wakeham
	

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