



Freedom

Training and Consultancy

DATA PROTECTION POLICY(GDPR)

Freedom Training and Consultancy Ltd are required to comply with the provisions of the Data Protection Act 2018 (the 'Act') in relation to how we handle any personal data which we obtain from you. Any personal information gathered will only be used in the context of the services that you undertake with us.

We may also collect Sensitive Personal Data relating to you but only with your explicit consent in advance. We may process all the information we obtain from you to enable us to fulfil our contractual obligations to you. (The client).

We may from time to time send to you or your company by email or by post details about services or courses, which we believe may be of interest to you. If you no longer require such information to be sent, or if you have provided us with any information that you no longer wish us to use, please contact us by email or phone and let us know.

In disclosing your personal details to us, you agree that we may process and in particular may disclose your personal data:

- as required by law to any third parties
- to selected third parties who may process personal data on our behalf
- to third parties for safeguarding purposes.
- contact you directly about forthcoming events such as conferences, courses or new services.
- carry out statistical analysis based on your feedback.
- disclose and publish your details in publications which may contain information about Freedom Training and Consultancy Ltd for promotion purposes unless you opt out.

You have the right to require us to correct any information in the personal details we hold about you and to object to any direct marketing which we carry out using your personal details. You also have the right to ask for a copy of the information held by us in our records in return for payment of a small fee, which will not exceed £10. Please contact us on 07900086368 or e-mail: tracy@freedomtrainingandconsultancy.com if you wish to obtain a copy of the personal data which we hold in relation to you.

Tracy Keane
CEO