



Sweet Soul Counselling Privacy Policy.

In keeping with the Data Protection Act 2018, protecting all of the information you provide is of upmost importance, the measure and practice I have in place are in line with The ICO (Information Commissioners Office: Home | ICO) whom I am a registered member.

No personal or private information is stored on this webpage. This website does not require nor store cookies in order to function.

Information transferred to me via email is protected by password. A standard email contact form only captures an enquirer's name and email address along with IP address of the computer used to make the request.

Your email is sent to my gmail account, unfortunately I cannot guarantee the transmission of/or electronic information held within a google mail account
More information on outlooks privacy statement you can find here:
Microsoft Privacy Statement – Microsoft privacy

Any information you provide will only be necessary to:

Respond to your enquiry

Arrange & confirm appointments

Keep a record of our work together

Enable me to manage my business & financial information

Meet the requirements of any agreements we enter into in our work together

Any information shared with me is kept password protected and in locked storage.

I keep your data for as long as is necessary for our work together and then destroy it when it is no longer needed.

I will share information where I have a legal obligation and or safeguarding requirement to do so, and to meet the requirements of any agreements we enter into in our work together.

I use a pass code on my phone

Any transmission of information is at your own risk.

My service provider is Plusnet, my handset is Google who may store information that has been sent and received via my phone.

You are able to access your data and reasonable requests are free of charge and provided within one month.

You are able to request changes and updates to your data

You are able to request that your data is erased at any time on your request

You have the right to refuse the processing of your data.