



22/05/2018

Re: Data Protection Regulation changes (GDPR)

Dear Parent/Guardian,

In order to comply with the new GDPR regulations coming into effect from 25th May 2018, we require your agreement and consent to hold your details on our files and I.T. systems.

As a security conscious company we recognise just how important the safe-guarding of all customer information is and as such we have strict controls and policies in place to ensure all data is protected above and beyond current and future regulation.

Currently, we hold your Information within our systems; this includes Names of Gymnasts, Emergency Contacts, Addresses, Telephone Numbers and E-Mail Addresses as well as further sensitive information such as Medical records and Payment records.

To continue in our compliance with both current and upcoming regulations we require your consent in the continued holding of your data.

Please be aware that if you do not wish us to hold any personal information of your child then it will not be possible for your child to attend sessions in case of any emergencies.

All information on file is strictly and solely for business use between ourselves.

To make this a simple process, we ask that you please reply by return as soon as possible to stainsbyacro@gmail.com If you **DO NOT CONSENT AND WISH FOR YOUR DATA TO BE REMOVED FROM OUR SYSTEMS.**

If you are happy for us to continue to hold your data on file, then please keep a copy of this letter in your records but do not respond.

There is a copy of our updated Privacy Policy available to on our website – www.stainsbyacro.co.uk. A hard copy of the policy will be available on request from reception.

Please Be Aware - If we do not receive a response to this letter by the 25th May 2018 we will assume that you continue to consent to us holding your data.

Yours faithfully,

Stainsby Gymnastics