

Natalie - Sleep Consultant Privacy Policy

My contact details

Name: Natalie Graham

Phone Number: 07939596823

E-mail: contact@nataliesleepconsultant.com

The type of personal information I collect

I currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

How I get the personal information and why I have it

Most of the personal information I process is provided to us directly by you for one of the following reasons:

- To provide advice and support for sleep training

I use the information that you have given us in order to:

- Contact parents who are taking part in a programme created and delivered by Natalie - Sleep Consultant
- Provide individual advice based on each family's circumstances

Under the General Data Protection Regulation (GDPR), the lawful bases I rely on for processing this information are:

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting Natalie Graham at contact@nataliesleepconsultant.com
- (b) I have a contractual obligation.

How I store your personal information

Your information is securely stored.

I keep contact details (email address, phone numbers) and completed sleep assessments, any completed sleep logs and correspondence for 12 months after the programme has ended. I will then dispose of your information by deleting all electronic records from our systems.

Your data protection rights

Under data protection law, you have rights including:

- Your right of access - You have the right to ask us for copies of your personal information.
- Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.
- Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.
- Your right to data portability - You have the right to ask that I transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, I have one month to respond to you. Please contact me at contact@nataliesleepconsultant.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to me at contact@nataliesleepconsultant.com

You can also complain to the ICO if you are unhappy with how I have used your data.

The ICO's address: Information Commissioner's Office Wycliffe House Water Lane
Wilmslow Cheshire SK9 5AF

Helpline number: 0303 123 1113 ICO

Website: <https://www.ico.org.uk>

