

Nishah Dennison: Life Hacking Solutions Data Retention Statement

This Privacy Policy & Data Retention Statement explains how I, Nishah Dennison, use and protect any information that you give to me when you use my Life Hacking Solution Services: Coaching, Mentoring, Entrepreneur Alignment and Webinar Creation. This policy is effective from 25th May 2018. I am committed to ensuring that your privacy is protected. Should I ask you to provide certain information by which you can be identified when using my services, then you can be assured that it will only be used in accordance with this privacy statement.

Phone Number and Email

I use certain details to provide this service, this includes your phone number and email on my smartphone and computer. This is for contact, concerning appointments, updates or promotions. You can request to 'opt out' at any time, in which case your email and phone number will be removed from my database.

Social Media

Please note that whilst in a working relationship with you, I will not contact or engage in contact with you on a social level through any social media. This is to respect the very private and confidential nature of the work going on between us, and I hope that you mutually respect this also. I feel strongly about professional boundaries, during a time of increased social media. My activity on social media is very separate to my client work.

Client Records and Notes

I record information in our initial meeting and subsequent sessions where necessary, as part of my work with you. You have the right to ask to see the information I hold about you, please ask me and you can view it in a session. You can ask me to change any information that I hold about you that is incorrect. You have the right to ask me to delete any information that I hold about you, except that which I have a legal or professional obligation to keep, for example for tax purposes for my practice. I may change this policy from time to time, so you may wish to check my website, which is regularly updated, to ensure that you continue to be comfortable with the measures that I am taking to protect your privacy. Please contact me directly by email if you have any queries. By continuing to use my website, you will be agreeing to the use of cookies, if you do not agree with the use of cookies, please feel free to request updates from me directly. Any changes I make to my Privacy Data Retention will be posted on my website and, where appropriate, notified to you by email. Please check back frequently to see any changes to my Privacy policy. You will find this policy on the Life Hacking Solutions page from 25th May 2018. If you wish to complain about how I handle your data, in the first instance, please contact me, Nishah Dennison as Data Controller and Data Processor. If your complaint is not resolved to your satisfaction you can contact the Information Commissioners Office <https://ico.org.uk/concerns/handling/> or 0303 123 113.

Nishah Dennison – April 2018