Reiki and Relax

Privacy Policy

Effective Date: 22Sept2026
Business Name: Reiki and Relax

1. Introduction

Reiki and Relax is committed to protecting your privacy and ensuring the security of your personal information. This Privacy Policy explains how we collect, use, disclose, and safeguard your personal data when you interact with us, our services, or our website.

2. Information We Collect

We may collect the following types of personal information:

2.1. Contact Information: Name, email address, phone number, and mailing address.

2.2. Learner / Client Information: Information related to enrolment, training, or services received, including educational history, course or service preferences, and progress records.

2.3. Payment Information: Payment details, where applicable, such as credit/debit card information.

2.4. Communication Data: Records of interactions, including emails, messages, or calls.

2.5. Website Usage Information: Data on how you use our website, including IP addresses, browser types, and cookies (see our Cookies Policy for details).

3. How We Use Your Information

Your personal information may be used to:

- Provide the services, training, or courses you have requested.
- Process enrolments, bookings, or payments.
- Communicate updates, notices, or important information regarding services.
- Improve our services, website, and user experience.
- Comply with legal or regulatory obligations.

4. Disclosure of Your Information

We may share your personal information with: staff, instructors, or service providers to facilitate the delivery of services or courses; third-party service providers supporting administrative, technical, or operational functions; legal authorities, where required by law or regulatory obligation.

5. Security Measures

We employ appropriate technical and organisational measures to protect personal information from unauthorised access, alteration, disclosure, or destruction.

6. Cookies

Please refer to our Cookies Policy for details about how we use cookies and manage website tracking.

7. Your Rights

You have the following rights regarding your personal information:

- Access: Request access to the data we hold about you.
- Rectification: Request corrections to inaccurate or incomplete data.
- Erasure: Request deletion of your personal data, where applicable.
- Restriction: Request limitations on how your personal data is processed.
- Data Portability: Receive your data in a structured, commonly used format.
- Withdraw Consent: Withdraw consent for processing your personal information at any time.

To exercise your rights, please contact the Data Protection Officer or designated contact listed below.

8. Contact Information

Name / Role	Michelle Richardson, Owner
Email	Hello@reikiandrelax.uk
Telephone	07434969622

9. Changes to this Privacy Policy

We may update this Privacy Policy periodically to reflect changes in practices, services, or legal requirements. Please check this page regularly for updates.