

# Privacy Policy for Claire Eva Shepherd's Website 2021

The privacy policy below describes how Claire Eva Shepherd collects and uses information about this website's visitors. This Privacy Policy doesn't not apply to her therapeutic practice, only information submitted in the use of this site. GDPR stands for General Data Protection Regulation.

## What information is collected?

Claire's website collects different types of data that is non-personally identifiable and may include referral website URL's, IP addresses of users, user's website journey, information about the browsers used by the user, etc. Cookies are used to collect most of this information. They are small pieces of data that are sent to your browser stored on your computer's hard drive when you view our website. These cookies help Claire Eva Shepherd identify you as the user. You have the choice to modify your browser and reject the cookies from this website.

## How we use the information that we collect.

If you have made an enquiry on our website, Claire will only use your details for replying to that enquiry. She does not share those details with any third parties and will not use the information for sending you any marketing materials. When your website enquiry is made, it is responded to by Claire only. Once the enquiry is dealt with, Claire will not use your details further. The email will be deleted within 6 weeks of your enquiry.

## Protecting your personal data.

Claire takes your data very seriously and does all she can to ensure that it is kept safe and not used for anything other than its original purpose. By choosing to submit an enquiry to Claire Eva Shepherd you understand and agree that the security, integrity, and privacy of your information cannot be 100% guaranteed. Claire Eva Shepherd reserves the right to change this Privacy Policy at any time and any changes will be effective when posted on this website.

## Your rights

### 1. The right to be informed

You have the right to be informed about the collection and use of your personal data. This is a key transparency requirement under the GDPR.

### 2. The right of access.

You have the right to ask what personal data is held about you. You should request this data in writing as a 'subject access'. Claire will let you know what personal data she has within 30 days. You ask Claire to delete that data.

### 3. The right to rectification.

GDPR includes a right for you to have inaccurate personal data rectified or completed if it is incomplete. Please make a request for rectification to Claire in writing.

### 4). The right to erasure.

GDPR introduces a right for you to have personal data erased. The right to erasure is also known as 'the right to be forgotten'. Please make a request for erasure to Claire in writing. Claire has one month to respond to your request. For more details, please visit <https://ico.org.uk>

### 5. The right to restrict processing.

You have the right to request the restriction or suppression of your personal data. This is not an absolute right and only applies in certain circumstances. When processing is restricted, Claire is permitted to store your personal data, but not use it. You can make a request for restriction in writing. Claire has one calendar month to respond to your request.

### 6. The right to data portability.

The right to data portability allows you to obtain and reuse your personal data for your own purposes across different services.

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### **7. The right to object.**

GDPR gives you the right to object to the processing of your personal data in certain circumstances. You have an absolute right to stop your data being used for direct marketing. In other cases where the right to object applies, Claire may be able to continue processing if she can show a compelling reason for doing so. You can make an objection in writing. Claire has one calendar month to respond to an objection.

### **Access to your personal information**

You are entitled to view, amend, or delete the personal information that Claire has. Email your request to [claireevashepherd@aol.com](mailto:claireevashepherd@aol.com)