**Privacy Policy**

Your privacy is very important to me. This privacy policy has been created to answer any questions you might have about how I deal with your data. But if you have any further questions please email me at [thebirthandbabymanual@hotmail.com](mailto:thebirthandbabymanual@hotmail.com)

My practices and procedures are intended to ensure that the information you submit remains private and is only used for the purposes set out in this policy. Please be assured that I will not sell or share any information about you with any third parties unless I am required to do so by law. All information is processed and stored through GDPR-compliant methods or third parties.

Some information is shared via third-party organisations. I am committed to ensuring all third-party partners are GDPR compliant and have appropriate Privacy Policies.

All third party organisations that I share data with and links to their privacy policies are below:

Stripe – <https://stripe.com/gb/privacy>

PayPal –<https://www.paypal.com/en/webapps/mpp/ua/privacy-full>

Mailchimp – <https://mailchimp.com/legal/privacy/>

Mailerlite - <https://www.mailerlite.com/legal/privacy-policy>

I use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. I only use this information for statistical analysis purposes and then the data is removed from the system.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

The information I take should you decide to take a course with me is used for the following reasons:

-Insurance requirements

-Tailoring content to your situation

-Communicating with you out of sessions

Your information will be held confidentially and not shared with anyone else. Once the information is no longer needed it will be shredded. Records held on a computer system will be password protected.

I am required to allow you to view your information at any time - you may contact me to do so at [thebirthandbabymanual@hotmail.com](mailto:thebirthandbabymanual@hotmail.com)

It is your responsibility to ensure that the data I hold on you is up to date so please contact me at any time to update your records.

**What if I do not agree with the privacy policy?**

If you do not agree with the details set out in this policy, please do not submit your data to me.

If you have previously agreed to me using your personal information for direct marketing purposes, or for use of products or services, and you would like me to remove your data please email me at [thebirthandbabymanual@hotmail.com](mailto:thebirthandbabymanual@hotmail.com) and I will remove/delete your data within 30 days.