

Client Privacy Notice

The categories of client information that we collect, and hold include:

- Personal information (such as name, age, address, email address, emergency contact details, Doctor)
- Relevant characteristics (such as weight, height, health information)
- Medical information, (history, Physical Activity Readiness Questionnaire (PAR-Q), medical conditions/medication etc)
- Information about disabilities if relevant

How we use client information

- To help us plan and deliver an effective workout programme
- To track client progress
- To assess how nutrition/sleep aspects of a client's programme are working
- To refer on to other services if necessary, (and with client permission)
- To provide appropriate care and support
- To assess the quality of our services
- To comply with the law regarding data sharing

Collecting client information

Whilst the majority of client information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with the General Data Protection Regulation, we will inform you whether you are required to provide certain client information to us or if you have a choice in this.

Storing client data

We hold client data until the client is no longer participating in any service provided by 'evolution Fitness & Health' and for up to a year after for any reasonable follow up/enquiries. Clients may request that their information is deleted at any point after leaving 'evolution Fitness & Health'.

Who do we share client information with?

We do not routinely share client information, however in some circumstances this maybe relevant, for example:

- If referring a client back to their physician, (Dr) **with their permission**

· If contributing to or contacting your Dr/health professional to give additional information requested by you or them regarding your fitness and health programme, **with your permission**

· If referring to another personal trainer, for example, where the personal trainer is unable to work for a sustained period and **with your permission**