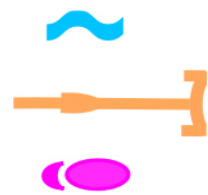




Jenkins Triathlon Coaching

Individual customised training plans
1-2-1 Personal training sessions
Small group sessions
Multi and single sport



www.jenkinstriathloncoaching.co.uk

Jenkins' Triathlon Coaching Privacy Policy

This privacy policy sets out how Jenkins' Triathlon Coaching (hereon: 'we'; 'us') uses and protects your personal data.

Jenkins' Triathlon Coaching is committed to ensuring that your privacy is protected. Should you provide us with any personal data you can be assured that it will only be used in accordance with this privacy statement.

Jenkins' Triathlon Coaching may change this policy from time to time by updating this document. You should check this document from time to time to ensure that you are happy with any changes.

Who we are

Jenkins' Triathlon Coaching is a business that is owned and run by:

Peter Jenkins

Clydfan, Tal-y-bont, Cereidigon, Wales, UK, SY24 5ER

Email: jenkspv@gmail.com

Contact Pete if you have any questions about how your data is handled.



Jenkins Triathlon Coaching

jenkspv@gmail.com

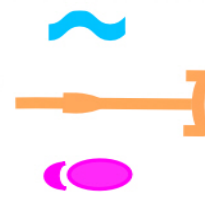
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What personal data we collect

We collect the following personal data from you:

- Identity data: Your name
- Contact data: Email address, home address and/or telephone numbers
- Athlete data: Data required for the creation, review and development of your personalised training plan as follows:
 - Athlete details: Identity data, Contact data, DoB, Height, Weight.
 - Medical history: Description of medical conditions that may affect your ability to train, long-term injuries that may affect your training, medication you are taking that may affect your training.
 - Sporting history: Your achievements and ambitions and background in sport.
 - Athlete goals: Your goals in the long, medium and short term.
 - Athlete self-assessment: Your strengths, weaknesses, barriers to achieving your goals and how they may be overcome.
 - Current activity: Your current training schedule, your sponsors/support information.
 - Training feedback: Feedback on the sessions that you have attempted during a week of your training plan.
 - Training effect: Assessment of your wellbeing following completion of the sessions in your training plan including resting heart rate and weight.



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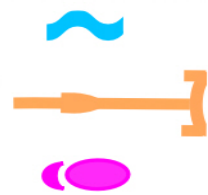
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How we collect your personal data

We collect your personal data by way of:

- Direct interaction (in person or by direct electronic message or email) in which you provide your name and contact information so that we can keep you informed of coached training sessions or so that we can organise individual or small group coached sessions.
- Athlete profile forms and training return forms that you fill in so that we can create, review and develop your individual personalised training plans.

How we use your personal data

The data we collect enables us to provide our services and to keep you informed of them. The activities we carry out using your data are:

- Creating, reviewing and developing your personalised training plans.
- Organising and scheduling individual or small group coached sessions.
- Advertising coached training sessions.
- Internal record keeping.



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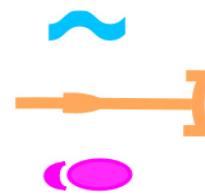
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We will only use your personal data if we have a legal basis to do so. The table below sets out the personal data that we collect from you, how we use it and the legal basis on which we rely when we use it.

Purpose/Activity	Type of data	Legal basis for use
Creating, reviewing and developing your personalised training plans	All types of Athlete data listed above	Performance of a contract with you
Organising and scheduling individual and small group sessions	Identity data Contact data	Performance of a contract with you
Advertising training sessions	Identity data Contact data	Your consent
Internal record keeping	Identity data Contact data	Performance of a contract with you

Some of the Athlete data that we collect is “special category data” as it relates to your health. Special category information is more sensitive and we are required to satisfy an additional condition in order to use this data. The following table identifies the special category data that we collect and the additional condition that enables us to use it.

Type of data	Additional condition
Athlete details	Your consent to process this data to create, review and develop your training plan
Medical history	Your consent to process this data to create, review and develop your training plan
Training effect	Your consent to process this data to create, review and develop your training plan



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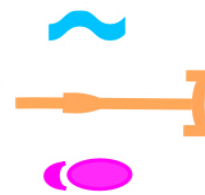
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How long will we hold your data

The following table describes the activities we carry out, the electronic data we hold for those activities and how long we will hold it until it is deleted:

Purpose/Activity	Type of data	How long we hold it
Creating, reviewing and developing your personalised training plans	All types of Athlete data listed above	Until 12 months after cessation of your training programme
Organising and scheduling individual and small group sessions	Identity data Contact data	Until 12 months after your last session.
Advertising training sessions	Identity data Contact data	Until you withdraw your consent
Internal record keeping	Identity data Contact data	Until 12 months after the cessation of your training programme or last session unless we are required to keep it for administrative or legal purposes

We keep Athlete data for 12 months to allow for those who wish to take a break from their training programmes to resume them without needing to provide this data again.

If you provide us with your athlete profile or training return forms on paper we may take a digital image of them which will then be stored for the durations set out above. The paper copies of athlete profile and training return forms are destroyed immediately following processing. Similarly, if you provide us with your contact details on paper, they will be stored electronically for the durations set out above and the paper copies will be destroyed immediately once the electronic copy has been created.



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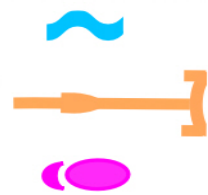
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Who we share your personal data with

We do not share your personal data with anyone.

Data Security

Access to your personal data is restricted to Pete Jenkins only. Personal data is held on a password and virus protected personal computer and/or in a password protected email account. Backups of your data are held on external storage media which is stored securely.

A personal data breach can be broadly defined as a security incident that has affected the confidentiality, integrity or availability of personal data. There will be a personal data breach whenever any personal data is lost, destroyed, corrupted or disclosed; if someone accesses the data or passes it on without proper authorisation; or if the data is made unavailable, for example when it has been encrypted by ransomware or accidentally lost or destroyed.

We have procedures in place to handle any suspected breach of your personal data. If such a breach were to occur you will be notified at the earliest opportunity and we will also inform any applicable regulator where we are legally required to do so.



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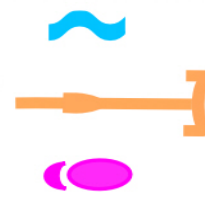
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Your Rights

You have the right under data protection laws to:

- Be informed about the collection and use of your personal data. This document serves to provide you with this information.
- Request access your personal data. You may request a copy of the personal data we hold on you. We will provide this in a commonly-used machine-readable format.
- Request correction of the personal data that we hold on you. You can request that we correct or complete the personal data we hold on you if it is incomplete or inaccurate.
- Request erasure of the personal data we hold on you. You can request that we erase that data we hold on you. Note that we may not be able to comply with this request for specific legal reasons in which case you will be notified of these reasons. Note also that the erasure of your personal data may also mean that we are no longer able to provide you with our services.
- Request restriction of the processing of your personal data. You may request that we suspend processing of your personal data when you no longer want us to use it, but you do not want us to erase it. Note that restricting the processing of your personal data may also mean that we are no longer able to provide you with our services.
- Withdraw consent at any time. Where we are relying on consent to process your personal data you can withdraw this consent at any time. Note that withdrawing consent to use your personal data may also mean that we are no longer able to provide you with our services.

If you wish to exercise any of the rights set out above please contact us using the details in the **Who we are** section of this document.



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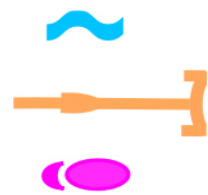
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Making a complaint

Please let us know if you are unhappy with how we have used your personal data by contacting Pete using the details in the **Who we are** section of this document.

If you are not satisfied with our response, or believe that we are not processing your data in accordance with the law, you have the right to lodge a complaint with the Information Commissioner's Office (ICO). You can find there details at www.ico.org.uk. We would be grateful for the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.



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