

Privacy Statement

How your personal information is stored and used



Life and Wellbeing Coaching with Ian Gray takes your privacy seriously and will only ever use your personal information to provide the services you have requested from me. I will contact you by email, text or phone to arrange coaching sessions and to offer coaching support where appropriate. I will never share your information with anyone else.

I may occasionally contact you by email about other coaching services offered by Life and Wellbeing Coaching with Ian Gray that I think may interest you.

I will keep records of your contact information for the purposes of arranging appointments and other coaching related matters only. Personal information may be recorded in your session notes where this contributes to the coaching process. You have a right to see the information I hold about you at any time.

Contact information is stored electronically on password protected computers and in secure cloud-based accounts. Paper records are stored in secure storage and never taken from the consulting premises.

Your data will be stored for 5 years from the date your coaching ends after which all electronic data will be deleted and paper files shredded.

If at any time you wish to remove your agreement to our storing your data then please contact me on ian@yourwellbeingcoach.co.uk or by phoning 07557 101 457

If you have any concerns about the way your data is being stored or used you can contact ICO Scotland on 0303 123 115.

Many thanks

Ian Gray

Life and Wellbeing Coaching with Ian Gray
ian@yourwellbeingcoach.co.uk
07557 101 457

www.yourwellbeingcoach.co.uk