
PRIVACY NOTICE

BACKGROUND:

Richard Harris Performance LTD understands that your privacy is important to you and that you care about how your personal data is used. We respect and value the privacy of all of our Members and will only collect and use personal data in ways that are described here, and in a way that is consistent with our obligations and your rights under the law.

1. **Information About Us**

Richard Harris Performance LTD.TA Onyx

Gym registered in England under company number: 08319468

Registered address: 4 Hawthorn Way, Sawtry, PE28 5QB

Main trading address: 7 Blackstone Road, Stukeley Meadows Ind Est, Huntingdon PE29 6EF.

VAT number: 334271127.

Data Protection Officer: Kirsty Harris.

Email address: Kirsty@weareony.co.uk.

Telephone number: 01480 700506.

Postal address: 7 Blackstone Rd, Stukeley Meadows Ind Est PE29 6EF.

2. **What Does This Notice Cover?**

This Privacy Information explains how We use your personal data: how it is collected, how it is held, and how it is processed. It also explains your rights under the law relating to your personal data.

3. **What Is Personal Data?**

Personal data is defined by the General Data Protection Regulation (EU Regulation 2016/679) (the "GDPR") and the Data Protection Act 2018 (collectively, "the Data Protection Legislation") as 'any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier'.

Personal data is, in simpler terms, any information about you that enables you to be identified. Personal data covers obvious information such as your name and contact details, but it also covers less obvious information such as identification numbers, electronic location data, and other online identifiers.

The personal data that We use is set out in Part 5, below.

4. **What Are My Rights?**

Under the Data Protection Legislation, you have the following rights, which We will always work to uphold:

- a) The right to be informed about our collection and use of your personal data. This Privacy Notice should tell you everything you need to know, but you can always contact us to find out more or to ask any questions using the details in Part 11.

- b) The right to access the personal data We hold about you. Part 10 will tell you how to do this.
- c) The right to have your personal data rectified if any of your personal data held by us is inaccurate or incomplete. Please contact us using the details in Part 11 to find out more.
- d) The right to be forgotten, i.e. the right to ask us to delete or otherwise dispose of any of your personal data that We hold. Please contact us using the details in Part 11 to find out more.
- e) The right to restrict (i.e. prevent) the processing of your personal data.
- f) The right to object to us using your personal data for a particular purpose or purposes.
- g) The right to withdraw consent. This means that, if We are relying on your consent as the legal basis for using your personal data, you are free to withdraw that consent at any time.
- h) The right to data portability. This means that, if you have provided personal data to us directly, We are using it with your consent or for the performance of a contract, and that data is processed using automated means, you can ask us for a copy of that personal data to re-use with another service or business in many cases.
- i) Rights relating to automated decision-making and profiling. We do not use your personal data in this way.
- j) It is important that your personal data is kept accurate and up to date. If any of the personal data We hold about you changes, please keep us informed if We
- k) have that data.

Further information about your rights can also be obtained from the Information Commissioner's Office or your local Citizens Advice Bureau.

If you have any cause for complaint about our use of your personal data, you have the right to lodge a complaint with the Information Commissioner's Office. We would Welcome the opportunity to resolve your concerns **ourselves** however, so please contact us first, using the details in Part 11.

5. What Personal Data Do You Collect and How?

Depending upon your use of Our Site, we may collect and hold some or all the personal data set out in the table below, using the methods also set out in the table. We do not collect any special category' or 'sensitive' personal data **or** personal data relating to children **or** data relating to criminal convictions and/or offences

Data Collected	How We Collect the Data
Identity Information including - Name	TeamUp.
Contact information including - Address - email	TeamUp.
Payment information including – Payment method	TeamUp.
Profile information including – Goals and	Through our book a tour form.

interests	
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6. How Do You Use My Personal Data?

Under the Data Protection Legislation, we must always have a lawful basis for using personal data. The following table describes how We may use your personal data, and our lawful bases for doing so:

What We do	What Data We Use	Our Lawful Basis
Administering our business.	Email.	General Membership updates.
Supplying our services to you.	Email.	Confirming classes booked.
Communicating with you.	Email.	News and promotions
Supplying you with information by email that you may opt-out at any time.	Email.	Seminar or business information.

With your permission and/or where permitted by law, We may also use your personal data for marketing purposes, which may include contacting you by [email] with information, news, and offers on our products and services. You will not be sent any unlawful marketing or spam. We will always work to fully protect your rights and comply with our obligations under the Data Protection Legislation and the Privacy and Electronic Communications (EC Directive) Regulations 2003, and you will always have the opportunity to opt-out. We will always obtain your express opt-in consent before sharing your personal data with third parties for marketing purposes and you will be able to opt-out at any time.

We use the following automated system[s] for carrying out certain kinds of decision-making. If at any point you wish to query any action that We take on the basis of this or wish to request 'human intervention' (i.e. have someone review the action themselves, rather than relying only on the automated method), the Data Protection Legislation gives you the right to do so. Please contact us to find out more using the details in Part 11.

We will only use your personal data for the purpose(s) for which it was originally collected unless We reasonably believe that another purpose is compatible with that or those original purpose(s) and need to use your personal data for that purpose. If We do use your personal data in this way and you wish us to explain how the new purpose is compatible with the original, please contact us using the details in Part 11.

If We need to use your personal data for a purpose that is unrelated to, or incompatible with, the purpose(s) for which it was originally collected, We will inform you and explain the legal basis which allows us to do so.

In some circumstances, where permitted or required by law, we may process your personal data without your knowledge or consent. This will only be done within the bounds of the Data Protection Legislation and your legal rights.

7. How Long Will You Keep My Personal Data?

We will not keep your personal data for any longer than is necessary in light of the reason(s) for which it was first collected. Your personal data will therefore be kept for

the following periods (or, where there is no fixed period, the following factors will be used to determine how long it is kept):

Type of Data	How Long We Keep It
Identity Information including: Name, address DOB	6 months from the date of cancellation.
Contact information including - Address - email	6 months from the date of cancellation.

8. How and Where Do You Store or Transfer My Personal Data?

We share your data with external third parties, as detailed below in Part 9, that are based outside of the EEA. The following safeguard is applied to such transfers:

We will only transfer your personal data to third countries whose levels of data protection are deemed 'adequate' by the European Commission. More information is available from the [European Commission.](#)]

The security of your personal data is essential to **us**, and to protect your data, **we** take several important measures, including the following:

- limiting access to your personal data to those employees, agents, contractors, and other third parties with a legitimate need to know and ensuring that they are subject to duties of confidentiality.
- procedures for dealing with data breaches (the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, your personal data) including notifying you and/or the Information Commissioner's Office where **We** are legally required to do so.

9. Do You Share My Personal Data?

We will not share any of your personal data with any third parties for any purposes.

If **We** sell, transfer, or merge parts of our business or assets, your personal data may be transferred to a third party. Any new owner of our business may continue to use your personal data in the same way(s) that **We** have used it, as specified in this Privacy Policy.

In some limited circumstances, we may be legally required to share certain personal data, which might include yours, if **We** are involved in legal proceedings or complying with legal obligations, a court order, or the instructions of a government authority.

If any of your personal data is shared with a third party, as described above, we will take steps to ensure that your personal data is handled safely, securely, and in accordance with your rights, our obligations, and the third party's obligations under the law, as described above in Part 8.

If any personal data is transferred outside of the EEA, we will take suitable steps to ensure that your personal data is treated just as safely and securely as it would be

within the UK and under the Data Protection Legislation, as explained above in Part 8.

If We sell, transfer, or merge parts of our business or assets, your personal data may be transferred to a third party. Any new owner of our business may continue to use your personal data in the same way(s) that We have used it, as specified in this Privacy Policy.

In some limited circumstances, we may be legally required to share certain personal data, which might include yours, if We are involved in legal proceedings or complying with legal obligations, a court order, or the instructions of a government authority.

10. **How Can I Access My Personal Data?**

If you want to know what personal data **We** have about you, you can ask **us** for details of that personal data and for a copy of it (where any such personal data is held). This is known as a “subject access request”.

All subject access requests should be made in writing and sent to the email or postal addresses shown in Part 11. To make this as easy as possible for you, a Subject Access Request Form is available for you to use. You do not have to use this form, but it is the easiest way to tell **us** everything **We** need to know to respond to your request as quickly as possible.

There is not normally any charge for a subject access request. If your request is ‘manifestly unfounded or excessive’ (for example, if you make repetitive requests) a fee may be charged to cover our administrative costs in responding.

We will respond to your subject access request within 14 days and, in any case, not more than one month of receiving it. Normally, we aim to provide a complete response, including a copy of your personal data within that time. In some cases, however, particularly if your request is more complex, more time may be required up to a maximum of three months from the date We receive your request. You will be kept fully informed of our progress.

11. **How Do I Contact You?**

To contact **us** about anything to do with your personal data and data protection, including to make a subject access request, please use the following details for the attention of Kirsty Harris:

Email address: kirsty@weareonyx.co.uk.

Telephone number: 01480 700506.

Postal Address: 7 Blackstone Road, Stukeley Meadows Ind Est, PE29 6EF.

12. **Changes to this Privacy Notice**

We may change this Privacy Notice from time to time. This may be necessary, for example, if the law changes, or if We change our business in a way that affects personal data protection.

Any changes will be made available and accessible from reception. This Privacy Notice was last updated in January 2021.

13. **Cookies**

There are three main types of cookies – here is how and why we use them.

Site functionality cookies – these cookies allow you to navigate the site and use our features, such as the member’s area.

Site analytics/performance cookies* – these cookies allow us to measure and analyse how our visitors use the site, to improve both its functionality and your experience. These cookies do not identify you as an individual.

Marketing cookies* – used to track visitors across websites. The intention is to display ads that are relevant and engaging for the individual user and thereby more valuable for publishers and third-party advertisers. They also limit the number of times that you see an ad and help us measure the effectiveness of our marketing campaigns.

*The marketing cookies we use on the Onyx website are Facebook and Google. Facebook marketing cookies on our site let Facebook know that you have visited the Onyx website; this allows Facebook to match your user info to your Facebook account (where applicable) and allow targeted advertising from Onyx. We also use our Facebook cookies to review how our generic adverts on Facebook are performing – to log a user reaching our website via clicking on an Onyx advert on Facebook. As well as Facebook, we use Google AdWords to re-engage visitors that are likely to convert to members based on online behaviour across websites.

If you want to delete any cookies that are already on your computer, the “help” section in your browser should provide instructions on how to locate the file or directory that stores cookies.