

Sense-Ability Data Protection and Privacy Policies

PRIVACY POLICY

My privacy & data protection policies and practices are line with GDPR regulations.

The nature of all the therapies I deliver are solution focused. I am the facilitator and guide. I do not diagnose nor analyse but use tools and processes to help you move towards realising your best hopes. This means:

- I ask you to sign a Client Disclosure Agreement which clarifies the services I offer and gives consent for your chosen therapy.
- I complete an Initial Consultation Form with contact details and essential information required to decide on the best course of therapy for you
- Subsequent forms use only your first name and my client number
- Subsequent notes I make relate to creating language patterns for hypnotherapy using your own words, or notes to indicate progress (scaling, resource talk), or your preferred future for reference.
- I record your contact details, and permissions on an encrypted spreadsheet.
- All paperwork will be kept for three years. After that time, if we have had no contact, it will be shredded and destroyed.
- You may see any notes I write at any time and you have the full range of rights with regard to your data as laid down by law. Most importantly, you can ask me to delete your contact details at any time. Click on [My Rights](#) to read in your data protection rights in full.
- All notes and forms are kept in a locked, secure filing cabinet, or are saved as encrypted documents on a computer which is not networked to any other and which is protected by a high level of security software.
- My computer and phone are protected by McAfee Security software adding another layer of security

WEBSITES & COOKIES

The Sense-Ability website and Squarespace platform may store information about your IP address, geographical location, browser type and version, operating system, referral source, length of visit, page views and website navigation paths using cookies (files that are sent by us to your computer or other access device) which we can access when you visit our site in future. We do this to understand our website traffic better.

I cannot trace this information back to you as an individual but can see consolidated data presented as graphics. If you want to delete any cookies that are already on your computer, please refer to the instructions in your file management software to locate the file or directory that stores cookies.

LINKS TO OTHER WEBSITES

The Sense=Ability website may contain links to other websites of interest. However, once you use these links please be aware that you have left our website and we do not have any control over other websites. We cannot therefore be held responsible for the protection and privacy of any information which you provide when visiting such sites and these sites are not governed by our privacy policy. We advise therefore that you check the privacy statement applicable to the website in question.

STAYING IN TOUCH

If you wish to receive emails about promotions or new services, please send me your email in the box provided at the bottom of each website page or email me at jane@sense-ability.co.uk or add your consent to the Sense-Ability Disclosure & Consent Form. These details are never passed on to a third party. E-newsletters are sent via MailChimp or just as a direct email. You can unsubscribe at any time, or ask me to delete your contact details.