

PRIVACY NOTICE

Health and Wellbeing Programmes

19 August 2021

Kirklees Active Leisure (KAL) is responsible for collecting, managing, and processing your personal data as part of our Health and Wellbeing programmes. These programmes may be branded as:

- Fitness for Health
- Live Well

This privacy notice summarises how we use your personal data specifically related to you joining one of our Health and Wellbeing programmes.

What data do we collect, process and use?

We will only collect personal data that is necessary for us to fulfil our objectives. At most we will collect the following personal data from you.

- Your personal details (consisting of your name, title, contact numbers, postal address, email address and date of birth).
- Information about any disabilities, and health conditions you may have.
- We may ask for information about your gender and ethnicity.
- Your bookings, attendance, and sales history.
- Your bank account details.
- A photograph of you.

Our legal basis and why we process that data.

We process personal data for the following reasons.

As part of a contract

- To manage any bookings you make or services you participate in.
- Manage any sales transactions you complete with us.
- To administer any membership services you hold with us.

With your consent

- With explicit consent where we collect information concerning:
 - your health; or
 - racial or ethnic origin.
- So that we may contact you with information about other products, services, those of our partners and with offers or competitions.

As part of a legitimate interest

- To contact you about appointments and access to our services.
- Guide and advise you on the most suitable activities and services we offer based on any disabilities or health conditions you may have.
- To evaluate, improve our performance, and to ensure we are operating services reflective of all communities within Kirklees.
- Help ensure the security of our facilities and protect our organisation from fraud.

Storing your personal data.

We will retain your personal data for the duration of the time you remain a customer. When you cease using our services, we will retain your records in line with our retention schedule for 7 years. We will do this to comply with our accountancy reporting requirements, in case of legal claims/complaints, for safeguarding purposes and reviewing our service standards. Where we capture your medical information, we will store these details for 3 years after you cease being a customer.

Who do we share information with?

We work in partnership with several organisations to deliver our Health and Wellbeing programmes. We currently share personal information with the following partners:

- **Kirklees Council's Wellness Service:** we share statistical information about our Health and Wellbeing programmes with the council in order help demonstrate the impact of the scheme and set targets for future improvement.
- **The University of Huddersfield:** we work in partnership with the University sharing statistical information to evaluate our impact on the communities of Kirklees.

Further information.

If you would like further information about how we manage your personal data, you can visit our full privacy notice on our website:

privacy.kal.org.uk

Contact us.

If you would like to contact us about your personal data, you can do so via our website:

www.kalleisuretrust.org.uk/contact

or by post:

Information Officer
Kirklees Active Leisure
Stadium Way
Huddersfield
HD1 6PG