



## **TERMS & CONDITIONS 2019**

**ALL CLASSES ARE BOOKED VIA OUR BOOKING PAGE HOSTED BY BOOKWHEN.**

**ALL CLASSES MUST BE PAID FOR IN ADVANCE AND WITHIN 24 HOURS OF BOOKING.**

**IF YOU CANNOT MAKE A CLASS YOU ARE BOOKED ONTO PLEASE LET US KNOW SO WE CAN OFFER IT TO PEOPLE ON THE WAITING LIST.**

**CLASSES CANNOT BE TRANSFERRED BETWEEN STUDENTS, EACH PERSON WHO BOOKS MUST ACCEPT AND FOLLOW THE CANCELLATION POLICY.**

**PLEASE COMPLETE AN ONLINE CONSENT FORM AND READ THE WELCOME LETTER BEFORE YOUR FIRST CLASS TO ENSURE YOU ARE WEARING THE CORRECT ATTIRE ETC.**

**ANY STUDENT WHO ARRIVES LATE AND MISSES THE WARM UP WILL NOT BE ALLOWED TO PARTICIPATE IN THE CLASS, DUE TO INSURANCE PURPOSES AND FOR YOUR SAFETY.**

### **SINGLE SESSION BOOKING**

You can transfer your classes by logging into Bookwhen.

48 hours or more notice – Class payment transferred to a class of your choice of the same value

Less than 48 hours notice - Class payment forfeit

(unless extenuating circumstances apply for example snow)

### **CLASS PASSES**

You can transfer your classes by logging into Bookwhen.

48 hours or more notice – Class payment transferred to a class of your choice of the same value

Less than 48 hours notice - Class payment forfeit

All classes must be taken in the allotted time (8 class pass – 8 weeks, 10 class pass – 10 weeks)

The allotted time starts from your first booked class, not your payment date.

Any unused classes will be forfeited.

### **COURSES**

All classes must be taken on the advertised times and dates, no classes may be transferred.

### **PLATINUM PASS**

Lessons not included in the Pass are clearly marked on the booking system and should be paid for separately.

Any lessons booked but not attended will incur a Cancellation Fee. This will be 50% of the class price.

Please cancel on the booking system to free up the space for others.

A minimum of 48 hours notice must be given to avoid the Cancellation Fee.

### **REFUNDS**

No refunds will be processed under any circumstances.

A credit note can be provided in cases such as injury/pregnancy with a Dr's note.

**Thank you for your co-operation and understanding!**



## Our Privacy Policy

This privacy policy sets out how PPD STUDIOS and Princess Pole Dancing uses and protects any information that you give when you are using our website. We are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy policy.

### What is GDPR?

On May 25, 2018, the GDPR replaced the existing data protection law i.e. the Data Protection Act 1998. GDPR is a new data and privacy security legislation which was developed by the European Parliament and Council for the protection of data rights of EU citizens.

One of the key aims and requirements of the GDPR is to keep EU citizens informed of how businesses collect, use, share, secure and process their personal data.

### What we may collect from you

Contact information including name, home address, telephone number and email address.

Past and current medication information.

Information on PAR-Q and Informed Consent Forms.

Emergency contacts information including name and telephone number.

### What do we do with the information?

We may use the information to improve our customer service or products.

We may contact you regarding your bookings with us (Classes, Private Lessons, Courses or any other associated services) We may, from time to time, send promotional emails about special discounts, new releases or other information which we think you may find interesting using the email address which you have provided via Bookwhen.

If you believe that any information, we are holding on you is incorrect or incomplete, please write to us or email us as soon as possible at [info@ppdstudios.co.uk](mailto:info@ppdstudios.co.uk) We will promptly correct any information found to be incorrect. If you do not wish us to contact you via e-mail with any Special Offers or Workshops etc, please click the Unsubscribe list on the bottom of the e-mail to opt out.

### Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online. We do not store credit card or bank details, nor do we share customer details with any 3rd parties.

### The 8 Rights you have under the GDPR?

The right to be informed

The right of access

The right to rectification

The right to erasure

The right to restrict processing

The right to data portability

The right to object

Rights related to automated decision making and profiling

### Controlling your personal information

If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by unsubscribing from our e-mails or contacting us on [info@ppdstudios.co.uk](mailto:info@ppdstudios.co.uk)

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so. Thank you!