

Privacy Policy

1. Introduction

At Kitty's Art Studio | Springwood Barn, we are committed to protecting your privacy and ensuring the security of your personal information. This policy outlines how we collect, store, use, and protect your data in compliance with the UK GDPR, the Data Protection Act 2018, and the 2026 updates introduced by the Data Use and Access Act (DUAA).



2. Legal Framework

This policy complies with:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Privacy and Electronic Communications Regulations (PECR)
- Data Use and Access Act 2025 (in force 2026)

3. What Data We Collect

When booking a workshop, making an enquiry, or subscribing to updates, we may collect:

- Personal details: Name, email address, phone number, and postal address.
- Booking information: Attendance records, payment details, and emergency contacts.
- Communications: Emails, messages, or feedback.
- Images (with consent): Photos taken during workshops.

For children attending courses, we collect only the minimum information needed for safety, safeguarding, and communication with parents/carers.

4. How We Use Your Data

We use your information to:

- Process bookings and payments
- Communicate workshop updates or respond to enquiries.
- Improve our services based on feedback and participation.
- Share promotional materials (only with explicit consent).

Some processing is carried out under Recognised Legitimate Interests, including internal administration, IT security, and direct marketing (with a clear opt-out). We never sell or share your data for third-party marketing.

5. Data Storage & Security

- All student data is securely managed via Bookwhen.com, our trusted booking platform. Read their Privacy Policy [here](#).
- Kitty's Art Studio | Springwood Barn protects all additional data through passwords, authentication, and encrypted servers.
- Printed personal data is securely disposed of once no longer needed.

- All student records, artwork, and communications are confidential. Shared student content (such as testimonials or work samples) will require written consent.

International transfers (e.g., where third-party services store data overseas) are assessed using the UK's updated protection standard.

6. Your Rights Under UK GDPR

You have the right to:

- Access the personal data we hold about you.
- Request corrections to inaccurate or incomplete data.
- Withdraw consent for marketing or promotional communications.
- Request deletion of your personal data, where legally applicable.

When responding to a Subject Access Request, we may ask for clarification and apply a reasonable and proportionate search, pausing the response time while awaiting further information. To exercise your rights, contact: studio@springwoodbarn.co.uk

7. Photography & Social Media

- Photos may be taken during workshops to document creative progress.
- Students can opt in or out of having their artwork or personal photographs used.
- Kitty's Art Studio | Springwood Barn will only use approved photographs (with explicit consent) for promotional purposes.
- Student artwork remains their intellectual property.
- Social media posts follow GDPR compliance guidelines.

Kitty's Art Studio | Springwood Barn respects students' digital presence. No images or artwork will be posted online without explicit consent.

8. Children's Data & Safeguarding

We take a privacy-by-design approach to all children's activities.

- Only essential information is collected for safety and wellbeing.
 - Parents/carers provide consent for photography and emergency contact details.
 - Share promotional materials (only with explicit consent).
 - Children's data is stored securely and retained only for as long as necessary for safeguarding, legal, or operational reasons.
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9. Third-Party Services & Data Sharing

We work with trusted providers (e.g., payment processors, booking platforms) who meet strict data protection standards. They do not use your data for their own purposes.

10. Cookies & Website Analytics

- Our website may use cookies to improve user experience.

- Analytics tools track general usage trends but do not store personal details.
 - You can manage or disable cookies via your browser settings.
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11. Intellectual Property & Teaching Resources

- All teaching resources remain the intellectual property of Kitty's Art Studio | Springwood Barn.
 - Materials and lesson plans may not be reproduced without prior permission from the studio.
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12. Insurance & Business Protection

Kitty's Art Studio | Springwood Barn maintains comprehensive business insurance with Hiscox Business Insurance, including data protection and liability coverage.

13. How to Raise a Data Protection Concern or Complaint (*New 2026 Requirement*)

If you have concerns about how your personal data has been handled, you can contact us directly at studio@springwoodbarn.co.uk

We will

- Acknowledge your complaint within 30 days
- Review the issue promptly
- Provide a clear response and any actions taken

If you remain concerned, you may contact the Information Commissioner's Office (ICO).

14. Changes to This Policy

We may update this policy periodically to reflect regulatory changes or studio operations. The latest version will always be available on our website.

Last Updated: May 2026

Next Review Due: May 2027
