

## Privacy Notice

Here at Nurturing Motherhood, I take your privacy very seriously and will only use the information you have given me to inform and enhance the postnatal support I offer you and to ensure that support is tailored to your personal needs and preferences.

The personal information I request from you before I start supporting you will include your name, address, email, phone number, names of any children/spouse, and details of medical conditions or allergies or medical history that may affect how I should best support you and your family.

I consider all information passed to me, under the lawful basis of contract, to be confidential and will treat it as such, keeping hard copies securely locked away in a filing cabinet and all emails, texts or photographs from clients are password protected on my devices.

Some of your basic information will need to be kept securely for six years as evidence for tax or insurance purposes, but will not be mis-treated in any way during that time.

I may occasionally contact you by email on the basis of legitimate interests if I have information, updates or special offers from my business that might be of interest to you.

I do not intend to pass your personal details on to any other organisation. However, there may be circumstances that necessitate disclosure of some of your details, for example, if I am with you during a medical emergency, or if there is a need for protection of a family member and therefore a legal requirement to break confidentiality. In these cases I will only pass on the necessary information and nothing more.

I will endeavour to treat your information in the way I would wish my own details to be treated.

For further information on how your information is used, how I maintain the security of your information, and your rights to access information I hold on you or to withdraw your consent, please contact me directly using the contact details above.

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I consent to my details being taken and retained on the basis outlined above

(please tick) Date-

Signature-

Name (Print)

I am happy for photographs of my home and baby to be used anonymously on social media

I would like to see photographs first before consenting to their use

I prefer you not to use any photographs please