



## **Privacy Notice**

OneTwoFive Therapy Rooms is operated by A Plan B Ltd.  
We are company No 10803582  
Registered Office Kingston Smith 17  
Gresse Street, W1T1QL

This privacy notice explains how we use any personal information we collect about you when you sign an agreement with us, and rent rooms at OneTwoFive Therapy rooms at 125 Hanley Road N4 3DQ in accordance with the agreement.

### **What information do we collect about you?**

We collect personal data about you in that we ask for your name and any title that you include. We collect your contact information in the form of your email address and phone number.

We also ask you to provide copies of your professional qualifications and your professional indemnity insurance certificate.

### **How do we collect the information about you?**

We ask you to provide us with this personal data and contact details. You provide this to us electronically or by hand.

### **The bases on which we collect this information.**

We collect this information in order to write the agreement allowing you the use of the premises accordingly. We use the data to identify you as a qualified practitioner and to communicate with

you about procedural details in the running of the practice.  
We do not share, sell or pass on any of your personal data or contact information.

We hold the information until the agreement between us ends or is terminated by either party under the terms of agreement.

### **Information provided on the understanding that it will be shared with a third party:**

With your express consent we publish your name, professional title and work details on our website. We process this information in this way on the basis that it is of legitimate interest to both you and us. However once your information enters the public domain we have no control over what any individual third party may do with it. You can opt out of including your professional details on the website at any point.

### **Information relating to your method of payment:**

We do not hold any financial data about you. Your direct debit is set up by yourself via your own bank, we have no record of your account. For online bookings at the point of payment you are transferred to a secure page via website, Stripe, which is not controlled by us but is considered a reputable payment service provider.

### **Your duty to inform us of changes:**

It is important that the personal data we hold about you is accurate and current

### **Access**

At any time you may review or update personally identifiable information that we hold about you. Please email us at [hello@onetwofive.me](mailto:hello@onetwofive.me) at any point. If you have any questions regarding our privacy policy please contact us.

