



# Privacy Policy

**The Sports Therapy Clinic – Morley**

**Effective Date:** 11/11/25

At **The Sports Therapy Clinic – Morley**, we are committed to protecting your privacy and ensuring that your personal data is handled securely, fairly, and transparently. This Privacy Policy explains how we collect, use, and protect your personal information in accordance with UK data protection laws, including the **UK General Data Protection Regulation (UK GDPR)** and the **Data Protection Act 2018**.

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## 1. Who We Are

The Sports Therapy Clinic – Morley (“we”, “us”, “our”) provides sports therapy, rehabilitation, massage, and performance training services.

**Clinic Address:**

The Sports Therapy Clinic – Morley

Unit 1, Rehoboth House, Foster Close, Morley, Leeds, LS27 9NH

**Email:** [contact@thesportstherapyclinicmorley.co.uk](mailto:contact@thesportstherapyclinicmorley.co.uk)

**Phone:** 0113 4609616

**Website:** <https://www.thesportstherapyclinicmorley.co.uk>

We act as the **Data Controller**, meaning we determine how and why your personal information is processed.

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## 2. Information We Collect

We collect personal data necessary to deliver our services safely and effectively. This may include:

### Personal and Contact Details

- Name, date of birth, gender
- Address, phone number, and email address

### Health and Medical Information



- Details of your injury, medical history, and treatment progress
- GP or healthcare provider information (if provided or required for referral)

### Payment Information

- Payment records (no card details are stored directly by us)

### Online Data

- Information provided via our website contact forms or booking systems
- Analytics data (e.g., website traffic, cookies – see Section 8)

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## 3. How We Use Your Information

We use your personal data to:

- Deliver therapy, rehabilitation, and related services
- Manage appointments, bookings, and client communications
- Maintain accurate clinical records
- Process payments and invoices
- Communicate updates, reminders, and relevant service information
- Ensure legal and regulatory compliance
- Improve our services and client experience

We will only collect and use your data where we have a **lawful basis**, such as consent, contract, legal obligation, or legitimate interest.

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## 4. How We Store and Protect Your Data

We take your privacy seriously and store all personal data securely.

- Digital records are stored on encrypted, password-protected systems.
- Paper records (if used) are kept in locked cabinets within secure premises.
- Access is restricted to authorised team members only.

We regularly review our data protection practices to ensure ongoing compliance and security.



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## 5. Sharing Your Information

We do not sell or rent your personal data.

We may share information only when necessary, such as:

- With healthcare professionals (e.g., GP) for continuity of care **only with your consent**
- With trusted third-party systems (e.g., booking, payment, or email platforms) who process data securely on our behalf
- When required by law or to protect our legal rights

All third-party providers we work with comply with UK data protection regulations.

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## 6. How Long We Keep Your Data

We retain personal and clinical data in line with professional and legal guidelines:

- **Adult clinical records:** minimum of 7 years after the last treatment
- **Children's records:** until the client is 25 years old (or 26 if aged 17 at last treatment)  
After this period, records are securely deleted or destroyed.

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## 7. Your Rights

Under the UK GDPR, you have the right to:

- Access the personal data we hold about you
- Request correction of any inaccurate information
- Request erasure ("the right to be forgotten")
- Restrict or object to processing
- Request transfer of your data to another provider
- Withdraw consent (where consent is the lawful basis)

If you wish to exercise any of these rights, please contact us at **contact@thesportstherapyclinicmorley.co.uk**

We will respond within one month.



If you are not satisfied with our response, you can raise a concern with the **Information Commissioner's Office (ICO)** at [www.ico.org.uk](http://www.ico.org.uk).

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## 8. Cookies and Website Analytics

Our website may use cookies to improve functionality and analyse traffic. Cookies do not collect personal information but help us enhance user experience.

You can manage or disable cookies in your browser settings.

Analytics tools (such as Google Analytics) may collect anonymised data like browser type, pages visited, and time spent on the site.

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## 9. Updates to This Policy

We may update this Privacy Policy from time to time to reflect legal, technical, or business changes. The updated version will always be available on our website with the revised "Effective Date."

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## 10. Contact Us

For any questions about this Privacy Policy or how your data is handled, please contact:

**Data Protection Officer**

The Sports Therapy Clinic – Morley

**Clinic Address:**

The Sports Therapy Clinic – Morley

Unit 1, Rehoboth House, Foster Close, Morley, Leeds, LS27 9NH

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