

Privacy Policy

1. Who I Am

I am a therapist registered with the College of Sexual and Relationship Therapists (COSRT) and a registered member of the British Association for Counselling and Psychotherapy (BACP). I am also registered with the Information Commissioner's Office (ICO), registration number: ZB868358.

2. Your Privacy

I am committed to protecting your privacy and handling your personal data with transparency and care, in line with the Data Protection Act 2018 and the UK General Data Protection Regulation (UK-GDPR).

3. What Personal Data I Collect

I collect and store:

Contact information (e.g. name, phone number, email)

Brief notes from sessions

Payment records (your name may appear on bank statements and receipts)

Any information you share with me as part of our work together

4. Why I Collect This Data

To provide therapy in line with professional and ethical standards

To contact you about appointments

To manage payments and tax obligations

To maintain appropriate clinical records, as required by my professional body

5. How Your Data Is Stored

Notes are stored on a password-protected laptop used only by me

Any paper records are kept in a locked, non-portable cabinet

Electronic communications (emails or messages) are stored securely

Receipts for payments are kept for tax and accounting purposes

Your data will not be shared without your consent unless required by law

6. Supervision

As part of ethical good practice, I receive regular supervision. I may discuss aspects of our work in supervision, but your identity will remain protected and anonymised.

7. When Data May Be Shared

If I believe you or someone else is at risk of serious harm

If required by law (e.g. terrorism, money laundering, drug trafficking)

If compelled by court order

In the event of my death or incapacity, a designated professional executor will contact you

8. Your Rights

You have the right to:

Access your personal data

Request corrections

Ask for deletion, unless legally required otherwise

Withdraw consent (where applicable)

Lodge a complaint with the ICO

For more information, visit <https://ico.org.uk>