FACIAL AESTHETIC COURSES

PRIVACY POLICY

Facial Aesthetic Courses Ltd ("FAC Ltd"), is a company registered in Scotland with registration number SC515877

In the course of providing our services to you, our customer, we at FAC Ltd require you to provide us with certain personal information to enable us to provide our services and to conduct our business as required within statutory law. When you use Facial Aesthetic Courses services, you trust us with your information. This Privacy Policy is meant to help you understand what data we collect, why we collect it, and what we do with it.

This document is important; please take time to read it carefully.

In accepting our services, you are automatically agreeing to the terms of this privacy policy as well as agreeing to the right for us to contact you in relation to the administration, management, delivery and any subsequent matters pertaining to those services and engagement with us.

We will only ask you to provide information considered necessary and that which is deemed a mandatory requirement to enable and allow us to provide our services to you.

We request and store that data securely so as to share that information with third parties in order to obtain:
- The necessary treatment products
- Eligibility checks
- And for the purpose of providing our services to you or when we are legally bound to share it.

1. The Data We Require and Hold

The data we collect and hold will be determined by the services we are delivering to you.

1.1 This will include but may not be restricted to:

1. Data confirming your identity, age as provided by you.
2. Your contact details as provided by you.
3. Your medical history and health declaration as provided and completed by you.
4. Clinical photographs taken in the course of providing our services to you.
5. Payment data history for services provided.
6. Any other records pertinent to treatment and care records.
7. Your professional status and Healthcare registration information.

1.2 We will use this information for the following purposes:

1. To comply with applicable laws, regulations and rules.
2. To administer and manage our relationship with you.
3. To deal with any enquiries we receive from you.
4. To notify you of changes of what we do.
5. For the purpose of any corrective action in terms of products.
6. For the purpose of recovery of debt in case of non- payment.
7. Informing other providers or agencies for purposes of confirming your eligibility for our services and obtaining the relative products for treatments.

2. Third Party Disclosure - Providing your Personal Data to Other.

2.1 Mandatory Disclosure

In employing our services, it is a mandatory requirement that you consent to us sharing the data you have provided with third parties that deliver services on our behalf such as operational staff, payment providers, business partners, service and product providers who deliver and provide goods and services pertinent to our services as a whole.

2.2 We may also disclose your personal information to third parties in other circumstances, in particular:

If we are duty bound to disclose or share your personal information to comply with any legal obligation.

To enforce or apply our terms and conditions of trading services or other agreements.

To protect the rights, property or safety of Facial Aesthetic Courses Ltd our staff, our customers, service providers and others.

In response to a request from a governmental authority, including a regulator.

If our business changes hands insofar as reasonably necessary whereby customer records are included as an ongoing responsibility for the new proprietors.

To provide information to our insurers and/or professional bodies as is reasonably necessary for the purposes of obtaining or maintaining insurance coverage, managing risks, obtaining professional advice.

For the exercise or defence of legal claims, whether in court proceedings or in an administrative or out of court procedure.

In connection with financial transactions between you, our customer, and ourselves that are handled by our Admin providers and our payment services providers as offered and available on our website.

We will share transaction data with our payment services providers only to the extent necessary for the purposes of processing your payments, refunding such payments and dealing with complaints and queries relating to such payments and refunds. You can find information about the payment services providers' privacy policies and practices on their relative websites.

In addition to the specific disclosures of personal data set out in this Section 2 we may disclose your personal data where such disclosure is necessary for compliance with a legal obligation to which we are subject, or in order to protect your vital interests or the vital interests of another.

2.3 Marketing Communications and Opt-Out

From time to time, we may share limited personal data with carefully selected third-party providers for the purpose of sending you marketing communications related to our training services, events, updates, or relevant partner products.

We will never sell your data, nor will we allow third-party providers to use your personal data for their own independent marketing purposes without your explicit consent.

You have the right to opt out of receiving such marketing communications at any time. You may exercise this right by contacting us directly at info@faceuk.co.uk

Please note that opting out of marketing communications does not affect our ability to send you service-related communications that are necessary for the administration, delivery, and follow-up of our courses.

3. Retention and Deletion of Personal Data

Our retention policies and procedure are designed to ensure that we consider all client data retention aspects with those that are interdependent with our legal obligations.

3.1 Personal Data

What we process for whatever purpose will only be held for the period relative to the need of the purposes it serves with a minimum retention period of 10 years.

The data that is provided by you will be securely retained by us for a period relative to the need of the purposes it serves. It is not possible for us to specify in advance the periods for which your personal data will be retained. In such cases, we will determine the period of retention based on that stipulated by the requirements of relative legislation, our insurers and other statutory authorities and where such retention is necessary for compliance with any other legal obligation to which we are subject, or in order to protect your vital interests or the vital interests of another.

The data we will retain is not restricted to but may include the following:

1. Clinical photographs, health declarations and medical history and treatment notes.
2. Name address and contact information.
3. Qualification, Health , Governing Body authority registration information.

4. Marketing Material

Photographs or videos may be captured during your practical training course which may be used for marketing purposes. You are consenting to this unless you choose to opt out.

If you wish to opt out of this, please inform us by emailing us at info@faceuk.co.uk no later than 7 days prior to your course attendance.

5. Your Rights

We would draw your attention to your right to request from us access to your personal data as well as your rights to have such data amended or removed from our records once it is no longer necessary for statutory authorities and compliance with any other legal obligation to which we are subject and for fulfilment of your contract with us.

4.1 Many of the rights under the legislation are varied and complex. Accordingly, you should read the relevant laws and guidance from the regulatory authorities for a full explanation of these rights.

4.2 Principal rights under data protection law include:

- the right to access;
- the right to rectification;
- the right to erasure;
- the right to restrict processing;
- the right to object to processing;
- the right to data portability;
- the right to complain to a supervisory authority; and
- the right to withdraw consent.

4.3 Accessing your personal data

Provided the rights and freedoms of others are not affected, we will supply to you a copy of your personal data. The first copy will be provided free of charge, but additional copies may be subject to a reasonable fee.

6. Amendments

We may update this policy from time to time by publishing a new version on our website.

5.1 You should check this page occasionally to ensure you are happy with any changes to this policy.

5.2 We may notify you of changes to this policy by email or via our website.

7. Our Details

1. This website is owned and operated by Facial Aesthetic Courses Ltd.

2. We are registered under ICO registration number: ZA320825.

3. Our registered office is: Abercorn House, 79 Renfrew Road, PA3 4DA, Scotland.