

PRIVACY NOTICE: COMMUNITY & LIVING
Service specific details provided in addition to
the Council's General Privacy Notice – please see [Sections 1 to 10](#)

Service Area:	THE PULSE
Contact details:	data.protection@stroud.gov.uk
Date reviewed:	April 2018
PURPOSE FOR WHICH THE INFORMATION IS BEING SOUGHT:	
1	To administer customer memberships (including those customers who are casual users).
2	To administer the school and children's swimming lessons programmes.
3	To provide health and fitness services in connection with the Healthy Lifestyles GP Referral Scheme.
4	To send quarterly newsletters to all customers regarding special promotions or operational changes.
5	To send annual customer user surveys to obtain feedback on services.
INFORMATION WILL BE HELD IN THE FOLLOWING FORMS:	
1	Paper.
2	Electronic document retention system.
3	Email pending filing within relevant document retention system.
4	Online booking system.
THE INFORMATION WILL BE USED TO:	
A	Comply with a contractual obligation (e.g. administer the membership contract, provide services under the Healthy Lifestyles GP Referral Scheme).
B	Comply with a legal requirement (e.g. tracking gym usage in accordance with the Health and Safety at Work Act 1974).
C	In accordance with the data subject's express consent (e.g. sending customer user surveys, keeping customers informed about special promotions or operational changes).
SENSITIVE INFORMATION WILL BE USED TO:	
D	In accordance with the explicit consent of the data subject (e.g. medical details are requested where it is relevant to the physical activities undertaken).
THE TIME THE INFORMATION WILL BE HELD:	
As provided for in the Document Retention Schedule attached to the General Privacy Notice and supplemented by the schedule below at section 17.11.	
WHEN & WITH WHOM THE INFORMATION WILL BE SHARED:	
<i>With whom</i>	<i>When</i>
Members email addresses are shared with a marketing company "Alias" for the purpose of sending newsletters to members (in accordance with the data subject's consent).	Quarterly.
Medical details will be shared with medical services.	In cases of emergency.
"Bodiatrax" for the purpose of monitoring your health and fitness goals.	Upon request by the data subject.
Solicitors for the purpose of defending any accident claims.	Upon request.
Participating schools for the purpose of monitoring a pupil's progress in the swimming lessons programme.	Upon request.