



Noel Collins

The MET Trainer

Privacy Notice

Introduction

This Privacy Notice explains how Noel Collins collects, uses, and protects your personal data. in accordance with the General Data Protection Regulation (GDPR). It applies to anyone attending our mindfulness classes, 1:1 coaching, or events.

Who We Are

The MET Trainer, Noel Collins

e: noel@themettrainer.com

t: +353 85 863 6296

w: themettrainer.com

What Information We Collect

- Name, email, phone number
- Emergency contact details
- Health or wellbeing information (if shared)
- Notes from coaching sessions (if applicable)
- Payment or booking information

Why We Collect Your Data

- To provide safe and effective classes or coaching

- To tailor sessions to your individual needs
- To contact you with updates and reminders
- To comply with legal obligations

How Your Data Is Stored

- Paper forms are kept in a locked cabinet
- Digital files are password-protected and securely backed up
- Access is limited to authorised personnel only

How Long We Keep Your Data

- Adults: Data is retained for 7 years after your final session
- Under 18s: Data is kept until the individual turns 25
- Financial records may be kept longer if legally required

Your Rights Under GDPR

You have the right to:

- Access your data
- Correct or update your data
- Request deletion of your data
- Withdraw your consent at any time
- Lodge a complaint with the Data Protection Commission

Sharing Your Information

We will not share your information with third parties unless:

- You give explicit consent
- We are required to do so by law (e.g., safeguarding concerns or legal obligations)

Data Retention & Destruction

- Paper files are shredded securely once no longer needed
- Digital files are permanently deleted from all systems and backups
- We follow GDPR-compliant data handling procedures

Contact Details

If you have questions about how your data is used or wish to exercise your rights, please contact us:

e: noel@themettrainer.com

t: +353 85 863 6296

Updates to This Notice

This Privacy Notice may be updated occasionally. The latest version will always be available on request or on our website.

Last updated: July 2025

