**PRIVACY POLICY**

**Beverley Frances Drumm, BA, MA**

Trading as Shakti Sundari

Who I am

In this policy whenever you see the terms ‘I’, ‘Me’ or ‘My,’ it refers to Beverley Drumm, trading as Shakti Sundari, Kundalini Yoga Teacher, Ecstatic Dance Teacher, creator of Dancing the Goddess, Tantra Mantra Dance and DanceIn2U, Facilitator of Sexual Awakening for Women, Priestess of Love & Sacred Sexuality, Reiki Master, Tantra Teacher, Writer, Presenter & Intuitive Coach.

I have teaching embodied awareness since 2003, when I qualified as a Nia Technique White Belt Instructor. I subsequently gained my Blue and Brown Belt Nia certification, as well as my Group Fitness instructor certification from the American Council on Exercise.

In 2007 I began my Reiki initiation, continuing on to become a Reiki Master in 2011. This was complemented by bodywork certification in holistic massage in 2010 and then further qualifications in deep tissue massage, seated acupressure, Indian head massage and Thai Yoga massage.

In 2010, I gained my KRI Kundalini Yoga Teachers Certification, to which I added with further study of Level 2 modules in Mind & Meditation and Authentic Relationships.

In 2012 I trained with Shakti Malan as a Facilitator of Sexual Awakening for Women. I went on to act as assistant facilitator on several of her international online courses in Sexual Awakening for Women.

In 2013 I gained a Certificate in Couples Counselling & Psychotherapy from the Tavistock Insistute.

And in 2015, I initiated as a Priestess of Rhiannon, Goddess of Love & Sacred Sexuality.

What information do I collect about you?

I only collect information about you that I need:

* to provide the service you have requested, such as an appointment with me or registration for a live or online class, course, workshop, webinar, retreat or an event.

The personal information I collect may include:

* Your full name
* Email address and phone number
* A record of any email correspondence between us
* Details of any transactions you carry out via my website or direct to my bank account or to Paypal. (PayPal will hold your secure details)
* Your contact preferences
* If you have signed up for 1:1 work with me, I will have your full address and an intake form

When I ask for your personal information, I will explain why we need it and direct you to this policy.

How will I use the information I collect?

I will only use your information for the purpose you provided it for or have given me prior consent for. This may include:

* To process your booking or online purchase
* To maintain a register of workshop/class/event attendance for accounting purposes
* To send you information about the events, workshops and retreats I am hosting that may be of interest to you
* To send you links to my blog and interviews
* To send you other information relevant to your interests/stated needs as my client

How I share your information

I do not share your personal information with any third party or external organisations for any purpose other than those detailed below.

I work with carefully selected service providers who carry out some functions on my behalf. These service providers will act on my instructions and adhere to the EU GDPR (General Data Protection Regulations).

These include:

* I used a bulk email distributor (MailChimp) for any e-news. Your information is stored securely and is password protected.
* I use Gmail to send personal emails and emails to a smaller group yoga mailing list. This is also password protected.
* I use PayPal to process online payments.

I ensure that any transfer of data is done securely in accordance with best practice and GDPR.

Marketing

I will never sell or pass your personal data to a third party for marketing purposes. I will only use your data myself for marketing if you have given me permission.

How I store your data and keep it secure

I take all reasonable steps to ensure your data is kept secure. I hold most personal data in electronic form and a small amount in paper form.

I will keep your information only for as long as I need it to provide you with the goods, services or information you have requested. All electronic information is password protected. Paper based information is either kept on my person (in the form of a diary of appointments) or in a file in my family home.

Changes to Privacy Policy

I regularly review this Privacy Policy.

This policy was last updated on 21st May 2018.

How to contact me

By email: shakti@shaktisundari.com

By phone: +44(0)797 9934070