

1.31 Privacy Policy

This privacy policy sets out how we use and protect information provided when using our services. The services and all associated systems are owned and operated by Healthy Performance Ltd, who are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our services, then you can be assured that it will only be used in accordance with this privacy statement, which was updated in May 2019.

What information do we collect?

We may collect the following information as part of completion of our services:

- Your Name, Age and Company Name
- Your department or location of work (for aggregated data only)
- Contact information including email address and telephone number
- Application survey responses within our wellbeing applications.

This includes:

- Self assessed information on your health and wellbeing
- Personal information about your opinion of your own health and wellbeing
- Contact information including email address and telephone number
- Application survey responses within our wellbeing applications.
- Self assessed information on your health and wellbeing
- Personal information about your opinion of your own health and wellbeing
- Clinical data taken during a health assessment

What we do with the information we gather?

We require information to understand your needs and provide a better service, and in particular for the following:

- Provide personalised analysis and reports for you about your own data
- Provide anonymised company reports of all data to help employers better understand and plan their corporate wellbeing strategy

How long will you keep my data?

We normally retain data for two years as this can help provide annual comparison reports to help monitor changes. To remove your data at any time, simply follow the instructions on [this page](#).

Internal record keeping

We may use the information to improve our products and services. We may also produce anonymised health reports to highlight health trends however these reports will be aggregated with no personal details shared with anyone, at any time.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

How we use cookies

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the services. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our services in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal information

We will not sell, distribute or lease your personal information to third parties at any time unless we have your permission or are required by law to do so. We will hold your details for a period of two years from the time you have used our services, unless requested otherwise. You may request details of personal information which we hold about you under the General Data Protection Rules (GDPR) May 2018 by emailing data@healthyperformance.co.uk or writing to Healthy Performance Ltd, Unit 7 The Court, Holywell Business Park, Northfield Road, Southam, Warwickshire, CV47 0FS. If you believe that any information we are holding on you is incorrect or incomplete, please inform us as soon as possible and we will promptly correct any information found to be incorrect.