



Hyung Je Martial Arts are committed to protecting your privacy and maintaining the security of any personal information received from you.

We especially want you to know that we are not in the business of selling, renting or trading email lists with other companies and businesses for marketing purposes. To help maintain the trust and confidence of our visitors to our website, we have provided lots of information on when and why we collect your personal information and how we use it. So grab a brew and read on.

### **Types of Data we collect**

**Cookies.** As much as we biscuits (and press ups of course) here at HJMA we are obviously talking about the small computer data files that almost all modern websites use. These files are placed on your computer or other devices (such as smart phones or tablets) as you browse our website. The cookies we use are traffic log cookies to identify which pages are being used and in no way give us access to your computer or any information about you. We use this data to see what pages you look at so we can make sure the information is most relevant to you. Our cookies do not contain chocolate chips and cannot be eaten. They will not leave crumbs either.

If you want to disable cookies you need to change your website browser settings to reject cookies. How you can do this will depend on the browser you use, however a quick search on the internet using the phrase “how do I delete cookies from my browser” should give you the results you need.

**Google Analytics.** We use a third party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We have to use this service as we are too busy kicking things to learn how to do it ourselves. The data we get helps us find out things such as the number of visitors to our [www.hyungje.org](http://www.hyungje.org) website, which pages were viewed and whether it was a computer or mobile device used. We use this data to help make improvements to our website and the way you view it. This information is only processed in a way that does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website.

**Form Data.** There are forms on our website that collect your name and contact number. We use that information for a couple of reasons: to tell you about stuff you have asked us to tell you about; to contact you if we need to obtain or provide additional information. Where you have entered details for a trial lesson, we share your name and date of birth with the Independent Martial Arts Sports Association (IMASA) to arrange special martial arts related insurance cover for your trial lesson. We will not use this data to harass you with emails or calls telling you how brilliant we are at kicking things we would rather you came and saw for yourselves.



**Links to other websites.** Our website does have links that will take you to other websites. (We know its shameless publicity but we try to keep up the trends) However once you have left our site, we no longer have any control over the cookies that are used on other sites, therefore we cannot accept any responsibility for the protection and privacy of any Information which you provide whilst visiting these sites that are not governed by this policy.

**Data collected.** So what reason do we have for keeping this data? Well good question! We have classified our holding this data under the “Legitimate Interest” lawful reasoning. To us, this means that we only use the information about you personally if we need to contact you to provide goods or services that you have specifically asked from us. Any data we gather from the website is transferred to a cloud based storage programme with all the usual password protection and security you would expect from the geeks in the office.

**Our details.** Our website is owned and operated by Hyung Je Martial Arts, 17 Rising road, Ashford, Kent. TN23 4QG If you wish to talk to us about your data we hold or any concerns over the safety of that information then you can email to [neil@hyungje.org](mailto:neil@hyungje.org) .Neil Emerton, our master cake taster and chief kicker also happens to look after the data security at HJMA.

**Your Rights.** If you don’t want a bunch of press up junkies to hold your information anymore, for whatever reason then you can call email [neil@hyungje.org](mailto:neil@hyungje.org) and ask us to stop, or even to delete your data. You can also ask any of the instructors. Its best to ask for Neil, but anyone will be happy to take your request. Just tell the instructors it’s a “Data request” if you’re not sure how to start the conversation, as we have tortured with burpees until they realised how important data requests are.

**Accuracy.** We may change this Privacy Policy from time to time and without notice, so make sure you check back occasionally. In fact we review this and other policies quite regularly to make sure they are still accurate. This policy was last modified in May 2018. We gather all the instructors together and make them stop kicking and shouting ‘Aaaa’ at the top of their lungs just long enough to decide if it’s still correct or could it be better.