



## **Privacy Policy - KJ Ear Wax Removal**

Last updated: [06/12/2025]

KJ Ear Wax Removal is committed to protecting your privacy and handling your personal information responsibly. This policy explains how we collect, use, and safeguard your data when you visit our website or make contact with us.

### **Information We Collect**

We may collect the following information when you interact with us:

Your name

Email address

Telephone number

Appointment details

Any information voluntarily provided via enquiry forms or email correspondence

This information may be recorded in our Customer Relationship Management (CRM) system if you consent to it being stored.

### **How We Use Your Information**

Handling enquiries

Managing bookings and clinic services

Providing customer support

Sending appointment reminders or follow-up messages

Administering our email marketing campaigns (only where you have opted in)

Your personal details are never sold, rented, or shared with third parties for marketing purposes.

### **Email Marketing & Communications**

If you give consent for your details to be added to our CRM system, you may also receive updates, clinic news, promotions, or educational information related to ear care.

Every email campaign includes a clear unsubscribe button. You can opt out at any time, and your request will be handled promptly.



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## Legal Basis for Processing

We process your information under one or more of the following:

Legitimate interest (responding to enquiries, managing bookings)

Consent (marketing communications)

Legal obligation (medical record retention requirements where applicable)

## How We Store & Protect Your Data

Your information is stored securely using recognised systems and data protection measures. We take appropriate steps to ensure restricted access, secure storage, and protection against loss, misuse, or unauthorised access.

## Data Retention

We retain personal data only for as long as necessary to manage your appointments, comply with legal or medical obligations, or until you request removal (where lawful to do so).

## Cookies

Our website may use cookies to improve usability, track website performance, and support visitor analytics. You can disable cookies manually in your browser settings if you choose.

## Your Rights

Under UK data protection laws, you have the right to access the personal data we hold about you, request correction or deletion, withdraw consent for marketing, or lodge a complaint with the Information Commissioner's Office (ICO) if you believe your data has been mishandled.



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### **Photography**

As part of treatment and promotional purposes, we may take before and after photographs relating to earwax removal procedures. These images are never taken or used without your consent. You have the right to decline photography completely. If you agree to photos being taken for clinical records only, they will be stored securely and not shared publicly. If you consent to photographs being used for marketing or educational purposes (e.g., on our website, social media, or printed material), no identifying features will be included unless you specifically agree otherwise. You can withdraw permission for image use at any time, and we will stop using your photographs moving forward.

### **Contact Information**

If you have questions about this policy or your data, please contact:

**KJ Ear Wax Removal**  
**[kjearwaxremoval@gmail.com](mailto:kjearwaxremoval@gmail.com)**  
**07566 225086**

### **Policy Updates**

We may update this Privacy Policy periodically. Any changes will be published on this page with a revised date above.