

Privacy Policy: *The State of Play Corporate Training*

Last updated: September 2025

1. Who We Are

The State of Play Corporate Training is operated by Rebecca Raftis and Anna Pelekanos, offering workshops and training services for organisations. Our website is www.thestateofplay.com.cy.

2. What Data We Collect

We may collect the following personal data when you contact us via our website or by email:

- Full name
- Company name
- Email address
- Phone number (if provided)
- Any details you choose to include in your enquiry
- Participation and feedback in workshops
- Voluntarily shared coaching notes
- Dietary or accessibility requirements for events

3. How We Use Your Data

We use your personal data to:

- Deliver training, coaching, and related services
- Manage bookings, logistics, and communications
- Meet our legal and tax obligations
- Improve our programmes through feedback
- With your consent, send relevant updates by email

4. Data Sharing

We do **not** sell or share your data for marketing purposes. We may use trusted third-party platforms (e.g. email, survey, video tools) under GDPR-compliant agreements.

5. International Transfers

Some of our service providers may store data outside the EU/EEA (e.g. Zoom, Google, Mailchimp). These providers use Standard Contractual Clauses or equivalent safeguards approved under GDPR.

6. Data Retention

We retain personal data as follows:

- Client records and invoices: 6 years
- Attendance and evaluations: 24 months

- Coaching notes: 12 months from your last session
- Marketing contact data: until you opt out

7. Your Rights

You have the right to:

- Access, correct, or delete your data
- Restrict or object to how your data is used
- Request a copy of your data in portable format
- Withdraw consent at any time

If you wish to exercise any of these rights, please contact us. You can also raise concerns with the **Office of the Commissioner for Personal Data Protection** in Cyprus: commissioner@dataprotection.gov.cy

8. Data Security

We take data security seriously and use appropriate safeguards, including:

- Password-protected accounts
- Encryption of data in transit
- Limiting access to authorised personnel only

9. Contact

For privacy-related questions or to exercise your data rights, please contact:
Rebecca Raftis & Anna Pelekanos at: Info@thestateofplay.com.cy