



# BEE TATTOOS



A Terms of Service outlining how BeeTattoos operates and how we deliver our service & what to expect:

## Privacy Policy: Bee Tattoos

### 1. Who We Are

Bee Tattoos is a professional tattoo studio committed to protecting your personal data. We are registered as a **Tier 1 Data Controller** with the Information Commissioner's Office (ICO). For any questions regarding this policy, please contact us directly at the studio.

### 2. Information We Collect

To provide our services safely and legally, we collect the following information via our Health Questionnaire:

- **Identification:** Full name, date of birth, home address, and a record of the ID provided for age verification.
- **Special Category (Health) Data:** Detailed medical history (e.g., blood disorders, heart conditions, allergies, HIV/AIDS status, and current medications).
- **Wellbeing & Lifestyle:** Recent consumption of alcohol or recreational drugs, and information regarding recent meals or illness.
- **Tattoo History:** Information about previous tattoo experiences and any complications.

### 3. Why We Process Your Data

We process your data for the following essential purposes:

- **Client Safety:** To assess medical suitability and minimize risks such as fainting, infection, or adverse reactions.
- **Legal Compliance:** To meet the requirements of the Tattooing of Minors Act 1969 and local authority licensing byelaws.
- **Insurance & Legal Defense:** To maintain professional indemnity insurance and establish a justifiable defense against potential legal claims.

### 4. Lawful Bases for Processing

Under UK GDPR, we rely on these legal grounds:

- **Contractual Necessity:** To provide the tattooing service you have requested.
- **Legal Obligation:** To verify legal age (18+) and comply with Health & Safety regulations.
- **Explicit Consent:** We obtain your signed, explicit consent to process sensitive health data specifically for your safety.

### 5. Data Storage & Security (The Hybrid Model)

We prioritize the security of your physical records through a dedicated storage lifecycle:

- **On-Site:** Active files for today's appointments are kept in a lockable "Day Box" at the artist's station.
- **In Transit:** Records are moved weekly in an opaque, locked transit bag directly from the studio to a secure private office.
- **Archiving:** Completed files are stored in a locked container within a secure, private room for long-term protection, reducing the risk of unauthorized access in a shared building.



## 6. Retention & Your Rights

- **Retention:** We are legally and contractually required by our insurers to retain health and consent records for **6 years** (plus one year to accommodate late-filed claims) following your last appointment.
  - **Right to Erasure:** While you have the right to request the deletion of your data, this is not an absolute right. We may refuse deletion requests during the 6-year retention period where the data is necessary for the **establishment or defense of legal claims**.
  - **Complaints:** If you are unhappy with how we handle your data, you can complain to the Information Commissioner's Office (ICO) at [www.ico.org.uk](http://www.ico.org.uk).
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