



OAK AND OLIVE PRIVACY POLICY

"I am clear, aligned, and moving forward"

Privacy Policy

Oak & Olive Coaching

Oak & Olive Coaching is committed to protecting your privacy and handling personal information with care and integrity.

Collection of Information

We collect only the personal information necessary to provide our coaching services, respond to enquiries, and support our clients. This may include your name, contact details, and information you voluntarily provide through forms, questionnaires, or bookings.

Use of Information

Personal information is used only for the purposes for which it was provided or reasonably expected, including delivering coaching services, communication, and administrative support. We do not use personal information for any other purpose without your consent.

Storage and Protection

We take reasonable steps to ensure personal information is stored securely and protected from unauthorised access, misuse, or disclosure. Access to personal information is limited to those who need it to perform their role.

Sharing of Information

We do not sell, rent, or trade personal information. Information may be shared with trusted service providers (such as booking or payment platforms) only where necessary to deliver our services and in accordance with privacy requirements.

Your Rights

You have the right to access and request correction of your personal information. If you have any concerns about how your information is handled, you are welcome to contact us.

Compliance

Oak & Olive Coaching complies with the **New Zealand Privacy Act 2020** and its Information Privacy Principles.

Contact

If you have questions about this Privacy Policy or how your information is managed, please contact us at:

admin@oakandolive.org.nz