



Privacy Notice - Parents

In accordance with the General Data Protection Regulation (GDPR), this privacy notice provides a brief overview of our data processes. For more information, please speak to the Nursery Manager.

Data Protection Principles

Under GDPR, all personal data obtained and held by us must be processed according to a set of core principles. In accordance with these principles, we will ensure that: processing is fair, lawful and transparent; data is collected for specific, explicit, and legitimate purposes; data collected is adequate, relevant and limited to what is necessary for the purposes of processing; data is kept accurate and up to date; data is not kept for longer than is necessary for its given purpose; data is processed in a manner that ensures appropriate security of personal data.

We keep several types of personal data relating to our children and parents to carry out effective and efficient processes, and to comply with legal and statutory requirements. You provide data to us directly during the registration process, and subsequently throughout the duration of your child's attendance with us. The law on data protection allows us to process your data for certain reasons only. In the main, we process your data to comply with a legal requirement or to effectively manage your child's care and education with us, together with the day to day running of the nursery.

We will only share your data with such persons as you have consented to on your Registration Form or where we have a legal or statutory obligation to do so. We are aware of the requirement to ensure your data is protected against accidental loss or disclosure, destruction and abuse. We have implemented processes to guard against such breaches. We only keep your data for as long as we need it for. Some data retention periods are set by the law or Ofsted.

You have the following rights in relation to the personal data we hold on you/your child: to be informed about the data we hold about you and what we do with it; access to the data we hold about you; for any inaccuracies in the data we hold about you, to be corrected; to have data deleted in certain circumstances; to restrict the processing of the data; to restrict the transfer of data we hold about you to another party; and to object to the inclusion of any information unless we are required to provide this by law. Where you have provided consent to our use of your data, you also have the right to withdraw that consent at any time.

You have the right to raise a complaint to the Information Commissioners Office if you believe that we have not complied with the requirements of the GDPR.