

Privacy and Data Protection in Little Roos

On May 25th the General Data Protection Regulation (GDPR) will come into effect across the EU; it builds upon the Data Protection Act of 1998. The GDPR is a piece of EU-wide legislation which will determine how people's personal data is processed and kept safe and the legal rights individuals have in relation to their own data.

At Little Roos Nurseries, we already have strong data protection policies in place and these will be updated in line with the GDPR.

The Nursery staff have access to your child's records to enable them to do their jobs. We need to hold personal information about your child on our computer system and in paper records to help us with their educational needs, including being able to contact you should your child have an accident or be unwell. The manager and staff are responsible for their accuracy and safe-keeping. Please help to keep your child's records up to date by informing us of any change of circumstances preferably within 24 hours of the change.

From time to time information may be shared with others involved in your child's care, if it is necessary. Please see the new Privacy Policy for more details on this. Anyone with access to your child's records is properly trained in confidentiality issues and is governed by a legal duty to keep their details secure, accurate and up to date. All information about your child is held securely and appropriate safeguards are in place to prevent accidental loss.

In order so you have the option to exercise your new GDPR rights, if you ever want to know what data we have and what we do with it, how long we keep it for- you can find all of that information on our website on our updated Privacy Policy or contact us at your local site email. As part of the compliance process, we are also updating our Registration and Permissions/consent forms, Terms and Conditions (all on our website also). Here is the link to the updated Privacy Policy in all its glory right here :

https://docs.wixstatic.com/ugd/0d7381_f98f1ea85d8b4f18803f7e2736668821.pdf

Should you wish to learn more on the GDPR please visit the Information Commissioners Officers website on <http://ico.org.uk> .

With kind regards from all the team at Little Roos.