Care Inspectorate Registration Number: CS2011299582

Privacy and Data Protection

LD NURSERY Ltd (“Little Dreams Nursery”) is committed to protecting and respecting your privacy.

This privacy policy sets out the basis on which your personal data will be processed by us as the data controller of your personal data for the purposes of the Data Protection Act 1998 ("the Act"). Please read the following carefully to understand our views and practices regarding your personal data and how they will be treated by us.

Privacy Notice Update

To meet Data Protection requirements and under the new GDPR May 2018 requirements, Little Dreams Nursery have issued our new Privacy Notice.

Little Dreams Nursery require parents / guardians to complete the registration form for their child to attend the Nursery. Your personal data and your child's personal data will be kept for 1 year within the Nursery premises after your child leaves. No data will be kept on line for any amount of time once your child leaves Nursery, the only data that the Nursery has on line is your child's registration form via e-mail.

Please see Little Dreams Nursery Data Protection Policy and Information Sharing Policy.

Little Dreams Nursery require data about your child to ensure appropriate and relevant learning opportunities are provided to your child according to age and development. We require this information to ensure your child has the best opportunities for further development / pre-school funding / outside agencies.

We require parent information so we have contact details for you in case the Nursery needs to contact you due to your child's ill health, accidents or any other circumstances. We also require parents data to share with College if the parent attends College and College will be funding childcare and the Early Learning Team if your child will be receiving funding.

Information we may collect from you

- Information that you provide by filling in forms on the site. This includes information
provided at the time of registration or at the time of posting material or requesting further services. We may also ask you for information when you enter a competition or promotion sponsored by Little Dreams Nursery or when you report a problem with the site.

- If you contact us, we may keep a record of that correspondence.
- Little Dreams Nursery may also ask you to complete surveys that we use for research purposes although you do not have to respond to them.
- Details of your visits to the site and the resources that you access.

**Your rights**

The site may from time to time contain links to and from partner and/or affiliate websites. If you follow a link to their sites, please note that these sites have their own privacy policy and that Little Dreams Nursery does not accept any responsibility or liability for protection of personal data which you may submit to a third party's site. You are recommended to check the wording of the relevant privacy policies before you submit any personal data to those sites.

If we have no data to process your child's registration then your child can not attend nursery.

Data Protection Officer Emma Walker