

How We Use Your Data (GDPR) Policy

Little Squirrels@Shiplake Primary



This policy was adopted on 11th February 2023

This policy will be updated on

The policy must be reviewed and updated at least every 36 months

We have procedures in place for the recording and sharing of information [data] about you and your child that is compliant with the principles of the General Data Protection Regulations (2018) as follows:

The data is we collect is:

1. Processed fairly, lawfully and in a transparent manner in relation to the data subject (you and your family).
2. Collected for specified, explicit and legitimate purposes and not further processed for other purposes incompatible with those purposes.
3. Adequate, relevant and limited to what is necessary in relation to the purposes for which data is processed.
4. Accurate and, where necessary, kept up to date.
5. Kept in a form that permits identification of data subjects (you and your family) for no longer than is necessary for the purposes for which the personal data is processed.
6. Processed in a way that ensures appropriate security of the personal data including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

Our 'Privacy Notice' is available on our website and explains how we collect, store and use data and the type of data we collect.