

TICKTON PRE-SCHOOL AND PLAY PALS PRIVACY NOTICE

General Data Protection Regulation (GDPR)

Tickton Pre-School and Play Pals is a data controller for the purposes of the GDPR (General Data Protection Regulation). We collect information from you and may receive information about you from your previous setting, local authority and/or the Department for education (DfE). We process this personal data and use it to:

- Assist families by providing information to families to enable them to make a considered choice when accessing education.
- Provide appropriate support and pastoral care including access to relevant support services that may be required.
- To book courses, training and online learning.
- Improve services that impact on children's outcomes by assessing the data
- Monitor and report on children's progress and development.
- Apply for appropriate LA funding and support as required.
- The further use of any information will always be discussed with the parent/child and staff member before being shared.

All data must be freely given, specific and fully informed. Consent must also be revocable (people can withdraw their consent at any time) Procedures are in place to action and record this when this happens.

This information includes contact details, national curriculum assessment results, attendance information, family benefit information as it relates to EYPP (Pupil Premium) eligibility, housing, information provided by the family / other agencies related to personal characteristics such as your ethnic group, any special educational needs, relevant medical information and details of services provided.

Who we share data with:

We will not give information about you to anyone outside this establishment without your consent unless the law and the school's policies permit it. We are required by law to pass some of your information to the Local Authority (LA) for monitoring, tracking and provision of appropriate services, to the Department for Education (DfE) and local children's centres. The LA and the DfE in turn are required to share some information with trusted partners including local NHS Trusts and other local authorities. Appropriate data will be used by certain Local Authority services to provide the best support possible to children and young people.

What will be the effect of this on the individuals concerned: -The data you provide will enable Tickton Pre-school to provide the best education and care for your child.

You have the right to log a complaint with the ICO about any data concerns.

Individuals may request a copy of the information held about them. Under the GDPR such requests will need to be responded to within one month. Information must be provided for free/no cost. If you want to receive a copy of the information about your son/daughter that we hold, please contact: Individuals maintain the right to change any data that is incorrect and maintain the right not to have it processed if they ask Tickton Pre-school and Play Pals not to do so.

- **Helen Turner, Setting Manager.**
Tickton Pre-school, Main Street, Tickton, Beverley HU179RZ
info@ticktonpreschool.co.uk

Opt-in data consent:

Please sign and date (parent/carer) to confirm we 'Tickton Pre-school and Play Pals' can use your and your child's personal data provided as detailed in this Privacy notice.

FULL NAME: _____

SIGNED: _____ **DATE:** _____