Dear Parent

Privacy Notice – Data Protection Act 1998

We are a Data Controller for the purposes of the Data Protection Act. We collect personal information from you about your child and may receive information about your child from their previous setting. The setting holds this personal data and uses it to:

• Support its children’s teaching and learning;

• Monitor and report on their progress;

• Provide appropriate pastoral care and

• Assess how well the setting is doing.

* Contact parents/carers regarding their child

This information includes children’s contact details and personal characteristics such as ethnic group, special educational needs and any relevant medical information. We will not give information about your child to anyone outside the setting without your consent unless the law and our policies allow us to.

Under the Childcare Act 2016 and related regulations, we are required to pass some of your child’s information to Buckinghamshire Council (BC) and the Department for Education (DfE).

If you want to see a copy of the information we hold and share about your child then please contact Lisa Ballard or Liza Langton.

If you require more information about how BC and/or DfE store and use this information, then please go to the following websites:

BCC: www.buckinghamshire.gov.uk/privacynotice

DfE: https://www.gov.uk/guidance/data-protection-how-we-collect-and-share-research-data

If you are unable to access these websites, please contact BCC or DfE as follows:

BCC website: schoolsweb.buckscc.gov.uk Web Projects Manager Technology Services Business Services Plus 9th Floor, County Hall Walton Street Buckinghamshire HP20 1UZ

DfE Ministerial and Public Communications Division for Education Piccadilly Gate Store Street Manchester M1 2WD

Website: www.education.gov.uk Telephone: 0370 000 2288 Contact DfE online: Contact the Department for Education