



Tiddley Tots Nursery Limited

Holy Temple Church

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finance@tiddleytotsnursery.com

Website privacy notice

1) Introduction

This privacy policy sets out how Tiddley Tots Nursery Limited uses and protects any information that you give Tiddley Tots Nursery Limited when you use this website.

Tiddley Tots Nursery Limited is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, and then you can be assured that it will only be used in accordance with this privacy statement.

Tiddley Tots Nursery Limited may change this policy from time to time by updating this page. You should check this page regularly to ensure that you are happy with any changes. This policy will be effective from 25/05/2018.

2) What personal data do we collect?

We may collect the following information:

- Name;
- Contact information including email address and phone number;
- Demographic information such as postcode, preferences and interests;

3) What we do with the information we collect?

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping.

- Answer any enquires in regards to the childcare services provided by us.
- We may use the information to improve our products and services.

We only use your information to contact you by email or phone to answer any enquiries you may have.

4) Lawful basis for processing

Processing your data is necessary for the ability to answer any enquires you may have in regards to the childcare services provided by us.

5) Who do we share your data with?

The personal data collected via the “Contact Us” form is used for internal record keeping **only**. We will never share your data with any other organisation to use for their own purposes. We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

6) Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

7) How we use cookies?

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about webpage traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. However, this may prevent you from taking full advantage of the website.

8) Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over the other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

9) How long do we retain your personal data?

Tiddley Tots Nursery retains your personal data indefinitely, however, at any time, you have the right to:

- Access the personal data we have collected and store of you.
- Be forgotten.

If you would like to take any of these options, you can request details of personal information which we hold about you under the General Data Protection Regulations Law. If you would like a copy of the information held on you please write to finance@tiddleytotsnursery.com.

If you believe that any information that we are holding of you is incorrect or incomplete, please write to or email us as soon as possible at the above address. We will promptly correct any information found to be incorrect

10) Changes to this notice

We keep this notice under regular review. You will be notified of any changes where appropriate.