

# Privacy Policy

**Effective Date: 1 June 2025**

**Pixie Wings Nursery & Preschool**

[www.pixiewingsnursery.com](http://www.pixiewingsnursery.com)

At **Pixie Wings Nursery & Preschool**, we are committed to protecting the privacy and security of your personal information. This Privacy Policy explains how we collect, use, store, and protect your data when you interact with our nursery, whether online or in person.

---

## 1. Information We Collect

We may collect and process the following personal information from parents, guardians, and children:

### **From Parents/Guardians:**

- Full name
- Contact information (email, phone number, address)
- Emergency contact details
- Medical information relevant to your child's care
- Payment and billing information
- Identification documents (if required for registration)

### **From Children:**

- Full name
  - Date of birth
  - Gender
  - Medical information (allergies, conditions, medications)
  - Developmental information (to support EYFS learning objectives)
  - Photos and videos (with parental consent, for educational or promotional purposes)
- 

## 2. How We Use Your Information

We use the collected information to:

- Manage nursery enrollment and communicate with parents
  - Ensure the safety, health, and wellbeing of children in our care
  - Track developmental progress and learning (in line with the EYFS framework)
  - Maintain accurate billing and payment records
  - Share updates, newsletters, and marketing materials (with consent)
  - Comply with legal and regulatory obligations
- 

## 3. How We Store and Protect Your Data

- Your information is stored securely, whether digitally (on encrypted servers and nursery management apps like Daily Connect) or in physical files under strict access controls.
- We regularly review and update our data protection procedures to prevent unauthorized access, disclosure, or loss.
- Only authorized staff members have access to your personal data, and all staff are trained on confidentiality and data protection.

---

## 4. Sharing Your Information

We **do not** sell or rent your personal data. We may share it only:

- With trusted service providers (e.g., payment processors or childcare platforms) under strict confidentiality agreements
- With medical professionals or emergency services in urgent situations
- If required by law or authorized government bodies


---

## 5. Consent and Your Rights

- We request your **explicit consent** before using any photos/videos of your child for marketing or social media.
- You have the right to:
  - Access the personal data we hold about you
  - Correct or update your information
  - Withdraw consent at any time
  - Request deletion of your personal data (subject to legal obligations)

To exercise these rights, please contact us at:

 [malak@pixiewingsnursery.com](mailto:malak@pixiewingsnursery.com)

 01557840068

---

## 6. Cookies and Website Tracking

Our website may use cookies to enhance user experience, monitor site traffic, and improve services. You may manage or disable cookies through your browser settings.

---

## 7. Changes to This Policy

We may update this Privacy Policy periodically to reflect legal or operational changes. The latest version will always be available on our website.

---

## Contact Us

If you have any questions or concerns about this Privacy Policy or how we handle your data, please contact:

**Pixie Wings Nursery & Preschool**

Email: [malak@pixiewingsnursery.com](mailto:malak@pixiewingsnursery.com)

Phone: 01557840068

Website: [www.pixiewingsnursery.com](http://www.pixiewingsnursery.com)