

Bumblebee Montessori House Privacy Policy

Protecting Your Trust, Honoring Your Privacy

At Bumblebee Montessori House, we are deeply committed to safeguarding the personal information of our children, families, staff, and community. Inspired by the Montessori principles of respect, transparency, and care, we treat your data with the same integrity and attentiveness that we bring to our learning environment.

This policy outlines how we collect, use, store, and protect personal information in accordance with applicable privacy laws and our own ethical standards.

What We Collect

We may collect personal information such as:

- Names, contact details, and emergency information
- Medical and developmental records relevant to your child's care
- Attendance, progress, and observation notes
- Communications between families and our team
- Staff employment and training records

Why We Collect It

We collect this information to:

- Ensure the safety, well-being, and educational support of each child
- Communicate effectively with families and caregivers
- Comply with legal and regulatory obligations
- Maintain accurate records for internal operations and quality assurance

How We Protect It

We are committed to:

- Storing data securely using password-protected systems and locked files
- Limiting access to authorized personnel only
- Training staff on privacy and confidentiality practices
- Never sharing personal data with third parties without consent, unless required by law or safeguarding concerns

Your Rights

As a parent or guardian, you have the right to:

- Access and review your child's records
- Request corrections to inaccurate information
- Withdraw consent for non-essential data use
- Raise concerns or questions about our privacy practices

Policy Review

We review our privacy policy annually to ensure it remains aligned with best practices and evolving regulations.

We thank you for placing your trust in us. Protecting your privacy is part of how we protect your child's journey.

Warmly,

Bumblebee Montessori House Team