



Waiting List Privacy Notice Data Protection Act 1998

We, Stondon Stompers, are the Data Controller for the purposes of the Data Protection Act. For the purposes of our waiting list, we collect personal information from you and hold this data and use it to:

- Add your child to our waiting list with a view that they will start at Stompers.

This information about you that we hold and use includes your contact details. Information about your child that we hold and use includes their name, date of birth, address.

We will not give information about you or your child to anyone outside this setting without your consent unless the law and our policies allow us to.

Should you ask that your child be removed from our waiting list, then the form will be destroyed and their details deleted from our list.

If you wish to see a copy of the information that we hold about you/your child then please contact either the Pre-School Manager or Administration Manager.

By providing us with personal information about you and your child you agree that we may collect and use your information in accordance with this Privacy Notice. Should changes to the notice be required, the form will be updated and held on our website (www.stondonstompers.co.uk) and in the foyer, so that you are always aware of what information we collect, how we use it and under what circumstances we disclose it.