

# Mapledene & Queensbridge Children's Centre

## PRIVACY NOTICE

Children in Early Years Settings.

### **Privacy Notice - Data Protection Act 1998**

We Mapledene & Queensbridge Children's Centre are the Data Controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous setting and the Learning Trust. We hold this personal data and use it to:

- Support your teaching and learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well your children's centre is doing.

This information includes your contact details, termly overview of progress and personal characteristics such as your ethnic group, special educational needs and any relevant medical information.

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

We are required by law to pass some of your information to London Borough of Hackney (Local Authority), formerly The Learning Trust, and the Department for Education (DfE)

If you want to see a copy of the information we hold and share about you then please contact Pamela Dushi, Centre Manager.