

Privacy Notice for Parents and Carers

ABN-PN | Issued August 2026 | Review August 2027

We respect your family's privacy and use personal information lawfully, fairly and securely.

Who is responsible

Apple Blossom Nursery Ltd is the data controller. Caroline Daniel is the Data Protection Lead.

Information we use

- Identity, contact, parental-responsibility and emergency-contact details.
- Attendance, funding, invoices and booked sessions.
- Health, allergies, medication, disability, SEND and safeguarding information.
- Learning observations, assessments, photographs and videos.
- Accident, incident, behaviour, complaints and communication records.
- Website, cookie, device and Ring doorbell information.

Why we use it

We use information to provide childcare, keep children safe, deliver the EYFS, support health and SEND needs, communicate with families, claim funding, manage payments and meet legal or regulatory responsibilities. We do not sell personal information.

Sharing information

Where necessary and lawful, we may share relevant information with staff, Tapestry and other processors, Wiltshire Council, Ofsted, schools, health and SEND professionals, social care, police, emergency services, insurers or advisers. Safeguarding information may be shared without consent when needed to protect a child.

Security and retention

Access is restricted and records are stored securely. Information is kept only as long as required by our retention schedule and legal, safeguarding, funding, insurance or regulatory duties.

Your rights

Depending on the circumstances, you may request access, correction, deletion, restriction, portability or object to use. Rights are not absolute where safeguarding, legal duties or another person's privacy applies. You may complain to the Information Commissioner's Office: <https://ico.org.uk/make-a-complaint/>.

Questions or concerns

Questions? Contact Caroline Daniel, Owner/Manager, on 07720 313418 or admin@appleblossomnursery.co.uk.