



## WILDLINGS PRIVACY NOTICE

### AIM

This privacy notice explains how Wildlings will use your personal data. Wildlings treats data fairly and transparently. This notice had been updated in line with the General Data Protection Regulation (GDPR) 2018.

### YOUR DATA AND THAT OF YOUR CHILD(REN)

When a child begins at Wildlings the parents complete a registration form. This contains essential information about you and your child(ren). Wildlings obtains all mandatory personal details about the parent and the child(ren). Where consent applies this is clearly stated in the question. For more information about the GDPR and lawful basis for processing please go to <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/>

### PURPOSE OF COLLECTING AND USING YOUR DATA

The main purpose Wildlings collects and uses data about the parent and the child is to:

- Clearly identify the parents and child
- Clearly identify anyone that collects your child
- Access appropriate funding for your child(ren)s place at Wildlings
- Understand your child(ren)s requirements
- Know who to contact in the unlikely event of an emergency
- Receive your consent for administering medicine and checking for common complaints in children e.g. lice
- Receive your consent for other matters such as outings and photographs
- Keep your child safe and protect other children in Wildlings' care
- Receive your consent to share appropriate information with other agencies (e.g. speech and language and health visitors)

### WHY WILDLINGS SHARES YOUR DATA AND THAT OF YOUR CHILD(REN)

Wildlings shares information about your child(ren) with other agencies such as Speech and Language, Health Visitors, Special Educational Need Support, other settings attended e.g nursery with your consent.

Wildlings does not need consent to share information about your child(ren) if it is concerned for the welfare of the child. Staff have a statutory duty to protect children in their care from harm.

### RETENTION OF YOUR DATA AND THAT OF YOUR CHILD(REN)

Wildlings has a statutory duty to retain information until the child reaches the age of 21 or 24 for child protection records (Limitation Act 1980).

Updated: December 2020

Registered charity number 1036793

Wildlings, Methodist School Rooms, Devonshire Street, Ambergate, Belper, Derbyshire DE56 2GJ