When you use this website the material detailed within this privacy statement sets out Shannon ChildCare's protection information. We wish to ensure you that your privacy is protected within any information you provide.

Please note Shannon ChildCare may adapt this statement from time to time and it is your responsibility to check this information. This statement and policy is effective from September 2020. We protect unauthorised access to your personal data and prevent it from being lost, accidentally destroyed, misused, or disclosed by being registered with ECO and following GDPR requirements.

# We may collect the following information:

- family names
- contact details including email addresses
- demographic information: postcode & preferences
- other information relevant to customer surveys or offers

The above information enables Shannon ChildCare to provide you with an enhanced service through:

- · internal record keeping
- information supplied to improve our website, products and services
- periodically promotional emails may be sent about our new services;
  products, special offers or other information relating to childcare

#### **Protection**

Electronic and managerial procedures have been put in place to secure and safeguard the information we collect online.

#### Cookies

Through your permission a small file, known as a cookie, is placed on your hard drive computer, this enables us to analyse web traffic or provides information when you visit a website. Cookies provide individual preferences that are tailor made to your needs.

Traffic log cookies enable us to identify which pages are being viewed; this data provides us with information to improve our website.

We use traffic log cookies to identify which pages are being used and those you find most useful. This helps us analyse data about web page traffic, it may be used to enhance our website in order to tailor it to our parents' requirements for statistical analysis. The data is then removed from the system. A cookie does not provide us with any access to your computer or any additional information shared.

For further information on Google's privacy policy: <a href="http://www.google.com/policies/privacy/">http://www.google.com/policies/privacy/</a>.

It is your prerogative to accept or decline cookies, please note most web browsers do automatically accept cookies. This depends on your browser settings and would possibly prevent you from all areas within our website.

## **Additional website links**

There may be additional website links displayed on our website; once you leave Shannon ChildCare's website we do not have responsibility for other website's privacy systems. We recommend that you read the privacy statements on any websites visited.

## Monitoring your personal information

You have control on the personal information you share:

- you may indicate your preference if you agree for your information to be used for direct marketing.
- you are permitted to amend your agreement with Shannon ChildCare for direct marketing information by emailing us.
- no third parties will be privy to your personal information; we will not sell, distribute or lease this unless we have your permission or are required by law to do so.
- with consent we may send you promotional material from third parties that you might find of interest.

Personal information details which we hold about you under the Data Protection Act 1998 can be accessed for a small fee. For a copy of the information please write to Shannon ChildCare Ltd, 108 Brook Avenue, Edgware, HA8 9XA. Should our data information be incorrect we ask you kindly to inform us immediately and we will update it accordingly.