



Data Protection & GDPR Policy

Bumble & Bloom Childcare | 66 High St, Egham TW20 9EY | July 2026

We take the protection of personal data seriously. This policy explains how we collect, store, use and share information about children and families in line with UK GDPR and the Data Protection Act 2018.

Data we collect

- Child and family contact details, medical information, emergency contacts and consent forms.
- Records of attendance, accidents, incidents, medications and developmental progress.
- Photographs and videos, only with written consent.

How we use data

- To provide safe, appropriate childcare.
- To communicate with parents and share information about their child's day.
- To meet statutory requirements such as Ofsted and local authority returns.

Data storage

- Paper records are stored in a locked location.
- Digital records are kept on password-protected devices and encrypted storage.
- Information is kept only for as long as legally required.

Sharing information

- Information is only shared with relevant professionals (e.g., health visitors, social care, schools) with consent or where there is a safeguarding concern.
- We do not share data with third parties for marketing purposes.

Parents' rights

- Parents can request access to the data we hold about their child.
- Parents can request corrections or deletion of data, subject to legal retention requirements.

Review

- This policy is reviewed annually and updated to reflect changes in data protection law.

This policy is reviewed at least annually. Parents are welcome to request a copy at any time.