



Kidz4 Community CIC Privacy Policy

Last updated: 10 August 2026

Kidz4 Community CIC (“Kidz4 Community”, “we”, “us” or “our”) is committed to protecting your privacy and handling your personal information responsibly.

This Privacy Policy explains how we collect, use, store and protect personal information when you book or attend our classes, courses, workshops, events and community programmes.

We process personal data in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and other applicable UK data protection legislation.

1. Who we are

Kidz4 Community CIC provides community-based activities and wellbeing programmes for babies, children, parents and families.

For the purposes of UK data protection law, Kidz4 Community CIC is the data controller for the personal information described in this policy.

Organisation: Kidz4 Community CIC

Website: www.kidz4.com

Email: kidz4community@gmail.com

Address: Flat 9, 6 Hester Road, London, SW11 4AL

2. Information we collect

When you make an enquiry, book a class or attend one of our activities, we may collect:

- Parent, guardian or carer's name
- Email address and telephone number
- Child or baby's name
- Child or baby's age or date of birth
- Booking and attendance information
- Emergency contact information, where appropriate

- Information about allergies, medical conditions, accessibility requirements or other needs relevant to safe participation
- Payment and transaction information
- Communications you have with us
- Feedback and programme evaluation responses
- Marketing preferences
- Photographs or videos where appropriate permission has been obtained

We only collect information that is reasonably necessary for providing and managing our programmes.

3. How we collect information

We may collect information when you:

- Book a class, course, workshop or event
- Complete a registration or booking form
- Join a waiting list
- Contact us
- Attend one of our activities
- Complete feedback or programme evaluation forms
- Sign up for news or updates
- Provide photography or video consent

We may also receive information through third-party services we use for bookings, payments and communications.

4. How we use your information

We may use your information to:

- Process and manage bookings
- Confirm your place on a programme
- Contact you about your booking
- Manage attendance and waiting lists
- Deliver our activities safely
- Respond to enquiries
- Process payments and refunds
- Improve and evaluate our programmes
- Measure the impact of our community activities
- Meet appropriate funding and programme reporting requirements
- Maintain records for safeguarding, insurance, accounting and legal purposes
- Send marketing communications where we have an appropriate lawful basis

Where our programmes receive grant or community funding, we may provide anonymised or aggregated information to funders to demonstrate participation, outcomes and impact.

We will not ordinarily provide funders with information identifying individual families unless there is a specific lawful reason to do so.

5. Lawful basis for processing

Depending on why we are processing information, we may rely upon:

Contract – where processing is necessary to provide a class, course or service you have booked.

Legitimate interests – where processing is reasonably necessary to operate and improve Kidz4 Community CIC and those interests do not override your rights.

Legal obligation – where we need to process or retain information to comply with the law.

Consent – where we specifically ask for permission, for example for certain marketing communications or photographs.

Where we process special category information, such as relevant health information, we will only do so where an appropriate lawful basis and additional condition under UK data protection law applies.

6. Children's information

Many of our programmes are specifically designed for babies and children.

We take particular care when collecting and handling children's information.

Information about a child will normally be provided by their parent, guardian or responsible adult and will only be collected where reasonably necessary for delivering our programmes safely and effectively.

We do not sell children's personal information or use it for unrelated advertising.

7. Photographs and videos

We may occasionally take photographs or videos during Kidz4 Community CIC activities for promotional, educational, reporting or community purposes.

Where consent is required, we will ask for permission before using identifiable photographs or videos.

You may decline photography consent without this affecting your or your child's ability to participate.

Where processing relies on consent, you can withdraw that consent for future use by contacting us at kidz4community@gmail.com.

8. Marketing

We may contact you about Kidz4 Community CIC classes, programmes, events and opportunities where you have consented or where another lawful basis allows us to do so.

You can unsubscribe from marketing communications at any time.

You may still receive essential communications relating to a class, event or course you have booked.

9. Sharing your information

We do not sell personal information.

We may share information where necessary with trusted organisations and service providers, including:

- Booking and registration platforms
- Payment processors
- Email and communication providers
- IT and cloud storage providers
- Kidz4 Community CIC instructors and team members who require information to deliver an activity safely
- Professional advisers and insurers
- Regulators, authorities or other organisations where disclosure is legally required

Where organisations process information on our behalf, we expect them to handle it securely and in accordance with applicable data protection requirements.

10. Funded programmes and evaluation

Some Kidz4 Community CIC activities are supported through grant or community funding.

We may collect attendance, participation, feedback and outcome information to evaluate the effectiveness and impact of these programmes.

Where possible, information supplied to funders will be anonymised or aggregated so individual families cannot be identified.

11. How long we keep information

We only retain personal information for as long as reasonably necessary for the purposes for which it was collected, including meeting legal, accounting, insurance, safeguarding and reporting requirements.

Different types of information may be retained for different periods.

When information is no longer required, we will securely delete, destroy or anonymise it where appropriate.

12. Keeping your information secure

We take reasonable technical and organisational measures to protect personal information against loss, misuse, unauthorised access, alteration or disclosure.

Access to personal information is restricted to people and service providers who reasonably need it to perform their role.

13. International transfers

Some technology and service providers may process personal information outside the United Kingdom.

Where personal information is transferred internationally, we take appropriate steps to ensure that it is protected in accordance with UK data protection requirements.

14. Your rights

Depending on the circumstances, you may have the right to:

- Request access to the personal information we hold about you
- Ask us to correct inaccurate or incomplete information
- Ask us to erase information in certain circumstances
- Ask us to restrict processing
- Object to certain types of processing
- Request the transfer of certain information
- Withdraw consent where processing relies upon consent

These rights may be subject to exemptions under data protection legislation.

To make a request, please contact:

kidz4community@gmail.com

We may need to verify your identity before completing your request.

15. Complaints

If you have concerns about how we use your personal information, please contact us first:

Email: kidz4community@gmail.com

Address: Flat 9, 6 Hester Road, London, SW11 4AL

We will take data protection concerns seriously and aim to resolve them appropriately.

You also have the right to complain to the **Information Commissioner's Office (ICO)**, the UK's data protection regulator.

16. Changes to this Privacy Policy

We may update this Privacy Policy periodically to reflect changes to our activities, systems, service providers or legal obligations.

The latest version will be made available through our website or booking system.

17. Contact us

For questions about this Privacy Policy or how Kidz4 Community CIC handles personal information, please contact:

Kidz4 Community CIC

Email: kidz4community@gmail.com

Address: Flat 9, 6 Hester Road, London, SW11 4AL

Website: www.kidz4.com