



Introduction

Twistin Tots (“we”) provides services to you which means we need to collect, keep and process data relating to you.

We may obtain this data directly from you or from somebody else (e.g. a Childminder who has your permission to share your details, or from a professional that has referred you (with your permission) to us).

We only hold the minimum amount of data in order for our organisation to be effective in supporting you or others. We obtain, retain and process this data as part of our legitimate interests - such as being able to communicate our services to you, or connect you with others that we think you would be interested in connecting with.

Our commitment with regards to your data;

In relation to customers of Twistin Tots and Twistin Tinies Adventures

- We will hold data provided by you in relation to any of the classes above that you have attended.
- We will use this data to communicate with you on topics that we think will help and support you and your children. This may include – but is not limited to - regular newsletters, information on upcoming events, details of new classes and staff, new activities and special offers.
- We would never pass your data on to any third party, without your express permission to do so.

Photographs and Media

Permission for photographs and videos is requested at the time of registration and consent is given by parents via a separate form. If consent is not given, photographs and videos will not be taken of a child. We will only share photographs and videos (on our materials, social media and website) if consent is given to do so.

In relation to non-service users (staff, agencies and other contacts)

Data can include contact information, date of birth, health information, employment / work information and financial information (e.g. about your salary and where it is paid).





In general

We do not send data outside the EU.

In an emergency, we may need to share data with other parties.

In all cases, we store your data securely and respect your confidentiality. After your connection with Twistin Tots is broken, we are allowed to keep your data only as long as is necessary. For us, this means usually for up to three further years, but can be longer where there is a legal requirement to do so.

In all cases, you will have the option to unsubscribe from our contact lists at any time.

We are Twistin Tots, Twistin Tikes and Twistin Tinies. If you want to contact us about any of this, please contact Jacqui Davis, Owner, Twistin Tots by email Jacqui@twistintots.co.uk or phone 07977 578 359.

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