## **Data Protection**

The information on this form contains personal data.

Baby Sensory and Toddler Sense will record, process and keep your personal information secure in accordance with the Data Protection Act 1998. Information will not be passed onto a third party unless you have opted in during the booking process.

## Videos, photographs and confidentiality

We love you taking pictures or videos of your children during the course provided it doesn't interfere with the class. In addition please always be sensitive of taking pictures of others without their permission. If you are asked to stop, please do respect the rights of others.

In addition if the Class Leader feels that the amount of video is excessive, not just short clips, then you may be asked to stop.

Please remember that much of the content of the class is under copyright and while we are very happy for you to practice at home, these are not to be incorporated into another public activity without our permission.

## Protection of property

Please note that your property left in prams or bags is your responsibility and Baby Sensory cannot take any responsibility for the safeguarding of these items.

## Health & Safety and Hygiene Policies

Baby Sensory follows rigorous internal checks of the venue and its own equipment to ensure that they are clean and safe. Daily Risk Assessments are conducted.

Baby Sensory asks all parents and carers to remove their shoes while in class in order to reduce the chance of transmission of microorganisms. Shoes need to be worn to visit the bathroom within class times and care exercised to avoid slips.

Baby Sensory is a Gold Accredited member of the Children's Activities Association and meets their standards in all operational aspects.