

## **Privacy Policy for Early Learners**

Last Updated: 21 August 2023

Welcome to the website of Early Learners Childcare Centre ("we," "our," or "us"). We are committed to safeguarding your privacy and protecting your personal information. This Privacy Policy outlines how we collect, use, disclose, and manage your personal information in relation to your use of our website.

By accessing or using our website, you agree to the terms of this Privacy Policy. If you do not agree with these terms, please do not use our website.

### **1. Collection of Personal Information**

We may collect personal information from you when you use our website, interact with us, or provide information to us voluntarily. This information may include but is not limited to:

- Your name, email address, and contact information.
- Information you provide through online forms, surveys, or applications.
- Information collected through cookies and similar technologies (please refer to the "Cookies" section below).
- Any other information you choose to provide to us.

### **2. Use of Personal Information**

We may use your personal information for the following purposes:

- To respond to your inquiries and provide you with information about our childcare services.
- To process and consider applications for enrollment in our childcare programs.
- To improve our website and services based on user feedback.
- To send you relevant updates, newsletters, and promotional materials.
- To fulfill legal and regulatory requirements.

### **3. Disclosure of Personal Information**

We may share your personal information with third parties in the following circumstances:

- With service providers who assist us in operating our website and providing our services.
- With regulatory authorities and law enforcement agencies if required by law.
- In the event of a merger, acquisition, or sale of assets, your personal information may be transferred to the acquiring entity.

- With your consent.

#### **4. Cookies**

Our website may use cookies and similar technologies to enhance your user experience and gather information about how you use our website. Cookies are small text files that are placed on your device when you visit a website. They help us analyze website traffic, customize content, and improve the overall user experience.

By using our website, you consent to the use of cookies as described in this Privacy Policy. You can manage your cookie preferences through your web browser settings. Please note that blocking or disabling certain cookies may impact your ability to access certain features or sections of our website.

#### **5. Security**

We take reasonable measures to protect the personal information we collect from unauthorized access, disclosure, alteration, or destruction. However, no data transmission over the internet or electronic storage is completely secure, and we cannot guarantee the security of your information.

#### **6. Access and Correction**

You have the right to access and correct your personal information held by us. If you would like to access or update your personal information, please contact us using the details provided in the "Contact Us" section below.

#### **7. Changes to this Privacy Policy**

We may update this Privacy Policy from time to time to reflect changes in our practices or legal requirements. The "Last Updated" date at the beginning of this Privacy Policy indicates when the policy was last revised.

#### **8. Contact Us**

If you have any questions, concerns, or requests related to this Privacy Policy or your personal information, please contact us at:

Early Learners Childcare Centre  
39 Cate Road, Rototuna 3210  
info@earlylearnerschildcare.co.nz  
07 854 6250

Thank you for visiting our website and entrusting us with your personal information.