

Child Protection Commitment

Education and Libraries

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Dear Parent/Guardian

As you may know, the valuable services offered by providers of daycare for children under 8 years are subject to regulation by Ofsted. The purpose of the regulation is to protect children, to provide reassurance to people who wish their children to be looked after and to ensure that the services meet specified National Standards.

It is only after these standards are met that a provider of childcare services is registered. The Childcare Inspectors also continue to carry out regular inspections following registration.

This letter has been given to you for information only so that you are fully aware of the duties of your childcare provider. In choosing a registered provider, you have already demonstrated your commitment to good childcare.

A registered childcare provider has, as part of the registration process, agreed to be bound by the Child Protection Procedures drawn up by the Area Child Protection Committee in whose area they reside. A copy of these procedures can be found in the local library.

Providers have a duty, under these procedures, to report to Social Services any suspicions they may have that a child has suffered, is suffering, or is at risk of suffering significant harm. It is then up to Social Services staff to decide what action, if any, needs to be taken.

Such situations are always distressing but nevertheless the law is clear that the welfare of children is the paramount concern. The Procedures also state that "*Parents will be afforded the right to honesty, full information as appropriate and the opportunity to express their views and challenge actions*".

Your provider of childcare has also given a commitment for the safety and protection of children.

If you require any further guidance about any aspect of the responsibilities of registered providers, please contact the Daycare Standards Information Officer on 01323 747417.

Yours sincerely,

A handwritten signature in cursive script that reads "Penny Smith".

Penny Smith
Daycare Standards Information Officer
Amended January 2004

Further information on our child protection policy and procedure can be found with all our other policies on the parents' notice board or at www.rotherfieldpre-school.co.uk

PRIVACY NOTICE

Rotherfield Village Pre-School processes personal information about its pupils and is a 'data controller' for the purposes of the Data Protection Act 1998. We collect information from you and may receive information about your child from their previous school.

We hold and use your child's information to support their teaching and learning, monitor and report on how well they are doing, provide them with pastoral care and to assess how well the setting is doing.

The information we hold includes yours and your child's contact details, your child's national curriculum assessment results, attendance information, ethnic group, special educational needs and any relevant medical information.

We will not give information about you or your child to anyone outside the school without your permission unless the law and our rules permit it. We are required by law to pass some of your child's information to East Sussex County Council and to the Department for Education (DfE) and local NHS agencies. We will pass on individual pupil records to the receiving setting when a child moves from one setting to another. This includes when a child moves to reception class in primary school.

YOU CAN ASK TO SEE THE INFORMATION WE HOLD ABOUT YOU

Please refer to our **Confidentiality and Client Access to Records** policy

If you want to see a copy of the information we hold and share about you then please speak to Vicky or Fiona

If you need to know more about how East Sussex County Council and the DfE store and use your information please contact them:

East Sussex County Council: www.eastsussex.gov.uk/dataprotection

DfE: www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/

If you are unable to access these websites, please contact the County Council or the DfE as follows:

Information Governance Officer
Children's Services
East Sussex County Council
County Hall
St Anne's Crescent
Lewes
BN7 1UE

☎ 01273 482901
✉ CS.DPA@eastsussex.gov.uk
🌐 www.eastsussex.gov.uk

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

☎ 0870 000 2288
✉ info@education.gsi.gov.uk
🌐 www.education.gov.uk