



Privacy Statement

Day Care 't Olefantje
Nieuwegracht



't Olefantje



Kinderdagverblijf 't Olefantje B.V., established at Nieuwe Gracht 49, 3512 LE in Utrecht, the Netherlands, is responsible for the processing of personal data as stated in this Privacy Statement.

Contact details:

Day Care 't Olefantje

Nieuwe Gracht 49

3512 LE Utrecht

030-2310702

www.olefantje.nl

infong@olefantje.nl

Laws and regulations

We follow the General Data Protection Regulation (GDPR). This is the European regulation that applies to all Member States of the European Union. The GDPR came into force on 25 May 2018, thus following the Personal Data Protection Act (*Wet bescherming persoonsgegevens*). The GDPR sets requirements for the use of information that can be traced back to natural persons.

Why do we collect data?

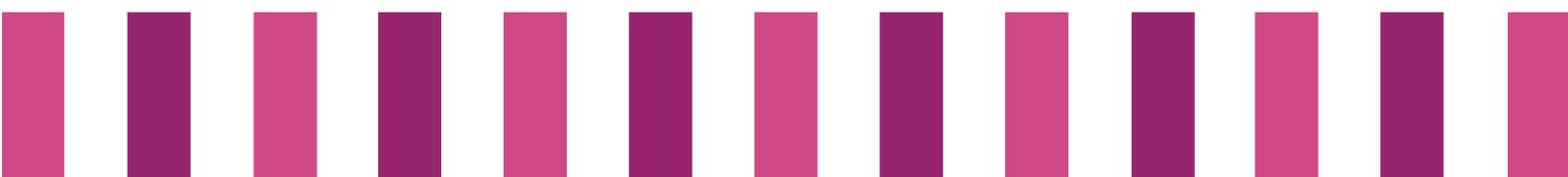
If you use the registration form on our website to request a child place in one of our daycare locations, we will ask you for personal data. For example, we use the information provided by you for the following:

- To deal with your request;
- To conclude an agreement for placement with you;
- To send you the invoices and execute the direct debit collection;
- To provide your child with the best possible care;
- To fulfil our obligations imposed on us by law;
- To analyse, maintain, secure and optimise our website.

If you enter into an employment relationship with us, we will handle your data with care. The processing of employee data only takes place for permitted and/or legally required purposes of processing, such as:

- To enter into an employment contract;
- Salary payment;
- Trainings;
- Company medical counselling;
- The implementation or application of laws.

We also use your data for other activities that support business activities, and to inform you about our activities or e.g. about possible courses. This is done through our newsletter or mailing. You can unsubscribe by sending an email to infong@olefantje.nl. Your email details will not be provided to third parties. The data we collect is retained as short as possible. If we no longer need them, we will archive them permanently on a regular basis, making them inaccessible except in special cases. We may set up camera surveillance at specified locations for the sole purpose of securing our locations.





As part of the retention of history, data will be kept as anonymously as possible. By virtue of the archiving obligation, we have to keep financial data for 7 years anyway.

Amendments

We may amend the text of this Privacy Statement in the light of new developments, for example in the context of business activities. We reserve the right to make amendments to the Privacy Statement. Where necessary, we adjust the Privacy Statement by changes in the law and jurisprudence.

Security

Protecting your privacy is important to you and to us. That is why our systems and programmes are adequately secured. We have management procedures in place to keep that information accurate, up-to-date and complete and not to give unauthorised persons inside and outside our organisation access to your personal data. We use a formally established process for handling security incidents. This Privacy Statement applies to our web pages and internal processing. This Privacy Statement does not apply to Internet sites of third parties that are connected to this Internet site by means of links.

Who will receive your data?

We do not provide data to third parties, unless this is permitted and necessary by law. Think of Tax Authority, Municipality or subpoenas and judicial orders and actions to detect fraud. You also have the right to access your data. If you submit a written request to access all your data, they will only be provided if there is sufficient certainty that you are who you say you are. You can also view your data through the parent portal. You have the right to change your data if you notice that your data have been processed incorrectly. You have the right to exchange data if the data are no longer necessary for the purpose for which they were collected and processed, provided there is no legal obligation for us to retain the data.

If 't Olefantje B.V. decides, in connection with changed circumstances, to process or provide data in a different way than was known at the time they were collected, the data subject will be informed of that change in accordance with the GDPR obligation.

Questions and complaints

It goes without saying that we inform you clearly and completely about your privacy. If you have any questions about this Privacy Statement or about the way in which we handle your data, please send your question to infong@olefantje.nl. If you have a complaint about the processing of your personal data, please report your complaint to: infong@olefantje.nl.

Amendment and date

This Privacy Statement is subject to amendments at any time. On our website, you can always find the current Privacy Statement. This Privacy Statement was drawn up on 18 May 2018.

