



## Privacy Policy

Last updated: October 20, 2021

This Privacy Policy describes Little Warthogs Playschool's policies and procedures on the collection, use and disclosure of your information when you use the Playschool services and tells you about your privacy rights and how the law protects you.

We use your Personal data to provide for the Playschool's services. By using the Playschool, you agree to the collection and use of information in accordance with this Privacy Policy.

### Interpretation and Definitions

#### Interpretation

The words of which the initial letter is capitalized have meanings defined under the following conditions. The following definitions shall have the same meaning regardless of whether they appear in singular or in plural.

#### Definitions

For the purposes of this Privacy Policy:

- **Playschool** (referred to as either "the Playschool", "We", "Us" or "Our" in this Agreement) refers to **Little Warthogs Playschool**, 8th Street Parkhurst, Johannesburg.
- **Personal Data** is any information that relates to an identified or identifiable individual.
- **You** means the individual accessing or using the Playschool's services and/or their kids.

## Collecting and Using your Personal Data

### Personal Data

We may ask You to provide Us with certain personally identifiable information that can be used to contact or identify You. Personally identifiable information may include, but is not limited to:

- Email address
- First name and last name
- ID number
- Phone number
- Address

### Your Child's Personal Data

Pursuant to this privacy policy you grant consent for the Playschool to process your child's personal data (name, surname and age) under the conditions provided in the present policy.

### Use of You and your Child's Personal Data

The Playschool may use Personal Data for the following purposes:

- **For the fulfilment of the purpose of the parent agreement.**
- **To contact You:** To contact You by email, telephone calls, SMS, or other equivalent forms of electronic communication, regarding updates or informative communications related to your child, the Playschool or its services.
- **To provide You** with news and general information about the Playschool.
- **To manage your requests:** To attend and manage your requests to Us.

We shall not share your personal information unless requested by law or an authority.

### Retention of your Personal Data

The Playschool will retain your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use your Personal Data to the extent necessary to comply with our legal obligations (for example, if we are required to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies.

The Playschool will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy.

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## **Law Enforcement**

Under certain circumstances, the Playschool may be required to disclose your Personal Data if required to do so by law, to comply with a legal obligation or in response to valid requests by public authorities or tribunals (e.g. a court or a government agency).

## **Changes to this Privacy Policy**

We may update our Privacy Policy from time to time. We will notify You of any changes by posting the new Privacy Policy on this page.

You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

## **Contact Us**

If you have any questions about this Privacy Policy or queries regarding your or your child's personal data, You can contact our data manager who also acts as information officer at: [littlewarthogs@gmail.com](mailto:littlewarthogs@gmail.com):

- By email: [littlewarthogs@gmail.com](mailto:littlewarthogs@gmail.com)