



Little Monkeys Day Nursery & Pre School

CCTV Policy

At Little Monkeys Day Nursery & Pre School we take the safeguarding of children, staff and visitors very seriously.

CCTV is used for maintaining the security of the property and premises and for preventing and investigating crime. It may also be used to monitor/observe staff when carrying out work duties in the outside areas of the nursery. For these reasons the information processed may include visual images, personal appearance and behaviours.

Where necessary or required this information is shared with data subjects themselves, employees and agents, service providers, police forces, security organisations and persons making enquiry. Other than an official legal requirement the information and recordings will not leave the premises.

The cameras are only on the outside of the building including the areas at the back of the nursery viewing the office. The cameras are on a continual loop so unless there was a need to keep a piece of video footage for legal reasons all the recordings will be deleted, during the cycle.

This policy was adopted on:

01/11/2017

Signed on behalf of the nursery:

Laura Fradsham (Owner/Manager)

Date for review:

November 2018
