

1. Privacy Policy

At Wonder Montessori Pre-School, we are committed to safeguarding the privacy and personal information of our students and their families. This Privacy Policy outlines the ways in which we collect, use, store, and protect your information.

A. Information We Collect

We may collect the following details:

Child's full name, date of birth, and photograph
Parent/guardian names, contact information, and occupation
Address and emergency contact details
Medical history and special needs (if applicable)
Previous school records
Payment and billing details
Photographs and videos from school events

B. Purpose of Collection

The collected data is used for:

Admission, enrollment, and academic administration
Medical or emergency needs
Communication with parents
Planning and organizing school events and activities
Safety, development, and well-being of the child
Compliance with legal and regulatory obligations

C. Data Storage and Security

Information is stored securely in both physical and electronic formats.
Access is restricted to authorized school personnel only.
We implement appropriate technical and administrative measures to protect your data.

D. Information Sharing

Your personal information is not sold or rented. We may share limited data only with:

Government authorities, if mandated
Medical professionals in emergencies
Event organizers solely for school-related programs (with confidentiality ensured)

E. Parental Consent

By enrolling your child, you consent to the use of personal data in line with this policy. Separate consent will be obtained for any use of images or videos for promotional purposes.

F. Access and Corrections

Parents may request access to or correction of their data by submitting a written request. You may also withdraw consent for the use of images or certain data at any time, subject to legal limitations.

G. Data Retention

We retain data only as long as necessary for the purpose it was collected or as required by law.

H. Policy Amendments

This policy may be updated from time to time. All changes will be communicated via school notices or official channels.