**PRIVACY NOTICE**

We are required by law to give you this notice before, or at the time we collect your Personal Information and/or Sensitive Information. If it is not reasonably practicable for us to give you this notice at that time, we will give it to you as soon as we are able.

1. The entity collecting your personal information is Little Wonders Creative Childcare Australia Pty Ltd ACN 632 108 920 trading as Little Wonders Creative Childcare Australia ABN 37 632 108 920. You can contact us by phoning 0488 233 252 or emailing admin@littlewondersaustralia.com.
2. We have collected or will be collecting Personal Information and/or Sensitive Information about you and your child or children. Personal Information may include any information or an opinion about a person if they are reasonably identifiable by that information. Sensitive Information may include any information or opinion about a person which is health information or which relates to your racial or ethnic origin, political opinion, religious and/or philosophical beliefs, sexual preferences or practices or criminal record. The kind of Personal Information and Sensitive Information we collect depends on the circumstances and nature of your interaction with us, but will likely include yours and your child’s name, address, date of birth, racial information, health information, information on personal issues and experiences. We will generally collect Personal and Sensitive Information about you and your child from you personally, however we may also need to obtain that information from third parties.
3. We collect Personal Information and Sensitive Information for the purposes or providing our clients with the educational, care and health related support and services they request of us or which we recommend be provided to your child. Please see our Privacy Policy for additional details about how we may use any Personal Information and Sensitive Information you disclose to us.
4. If we do not collect the Personal Information and Sensitive Information we request from you we may not be able to provide you or your child with the services that you ask us to provide or which we recommend we provide.
5. We will not usually disclose Personal Information and Sensitive Information to other entities, who may or may not be bound to comply with the Australian Privacy Principles. Our Privacy Policy sets out how we may use or disclose your Personal Information and Sensitive Information in greater detail.
6. Our Privacy Policy also includes information about how you can access and correct your Personal Information and Sensitive Information, how you can complain about any breach by us of the Australian Privacy Principles and how we will deal with that complaint. The Privacy Policy is available on our website, Facebook page or upon request from Little Wonders Management.
7. It is very unlikely that we will disclose your Personal Information and Sensitive Information directly to overseas recipients. If we transfer your Personal Information and Sensitive Information outside Australia, we will comply with requirements of the Act that relate to transborder data flows. While we will not directly disclose your Personal Information and Sensitive Information to overseas recipients without your consent, the entities to which we may disclose your Personal Information and Sensitive Information may do so. It is not practicable for us to advise you which countries those recipients may be located in.