

ICO registration guidance

5th February 2014 / 15.05

Dear xx

Please see the guidance below regarding registration with ICO –

Since 2008, as part of the Early Years Foundation Stage (EYFS), childminders in England have been expected to keep more detailed records about individual children's development. If you store personal details about other people on your computer or any digital format (including smart phones and photos on digital cameras) it is likely that you will need to register as a Data Controller with the ICO.

The Data Protection Act 1998 requires every data controller who is processing personal information to register with the ICO, unless they are exempt. If a childminder / childcare provider is in any doubt about whether they will need to register, they can contact the ICO on 01625 5457400.

Or by visiting: www.ico.gov.uk.

Regards

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