



Confidentiality Agreement Angelina's Day Care Nursery

This Confidentiality Agreement (the "Agreement") is made effective as of [Date: _____], by and between Angelina's Day Care Nursery (the "Nursery") and [Employee/Contractor/Volunteer] (the "Recipient: _____").

1. Purpose

The purpose of this Agreement is to protect confidential information related to children, families, and the operations of Angelina's Day Care Nursery in accordance with the Early Years Foundation Stage (EYFS) statutory framework. The Nursery is committed to safeguarding the privacy and confidentiality of all personal and sensitive information to ensure the well-being and safety of the children in its care.

2. Definition of Confidential Information

For the purposes of this Agreement, "Confidential Information" includes but is not limited to:

- Personal data of children and their families, including but not limited to names, addresses, contact details, health records, and developmental records.
- Information about individual children's progress, behavior, special needs, or family circumstances.
- Business operations, policies, procedures, and any proprietary information related to the Nursery.
- Any information marked or communicated as confidential by the Nursery.

3. Obligations of the Recipient

The Recipient agrees to:

- Keep all Confidential Information strictly confidential and not disclose it to any third party without the prior written consent of the Nursery.
- Use the Confidential Information solely for the purposes of their role within the Nursery and in accordance with the Nursery's policies and procedures.
- Take all reasonable measures to protect the Confidential Information from unauthorized access, use, or disclosure.
- Comply with all applicable data protection laws, including the General Data Protection Regulation (GDPR), and the principles of the EYFS statutory framework.



- Ensure that any discussions or references to Confidential Information are conducted in a private and secure manner.

4. Disclosure to Third Parties

The Recipient agrees not to disclose Confidential Information to any third party except under the following circumstances:

- When required by law or regulation, but only after giving prior notice to the Nursery, if permitted by law.
- When it is necessary to share information with another authorized professional or agency, but only in the best interest of the child and with the prior consent of the child's parents or guardians, unless there is an overriding concern for the child's safety and well-being.

5. Duration of Confidentiality

The obligations of confidentiality under this Agreement shall continue indefinitely, even after the termination of the Recipient's association with the Nursery.

6. Return or Destruction of Confidential Information

Upon termination of the Recipient's relationship with the Nursery, or upon request by the Nursery, the Recipient agrees to return or destroy all documents and materials containing Confidential Information, and any copies thereof, in their possession or control.

7. Breach of Agreement

The Recipient acknowledges that any breach of this Agreement may result in disciplinary action, including termination of employment or association, and may lead to legal proceedings. The Nursery reserves the right to seek injunctive relief or damages for any such breach.

8. Acknowledgment

By signing this Agreement, the Recipient acknowledges that they have read, understood, and agree to comply with its terms and conditions. The Recipient also acknowledges their responsibility to protect the confidentiality of information in accordance with the EYFS statutory framework and the Nursery's policies.

Signed by:



Recipient Name: [Recipient Name]

Signature: _____

Date: [Date]

On behalf of Angelina's Day Care Nursery:

Authorized Representative Name: [Name]

Signature: _____

Date: [Date]

This agreement ensures that all parties understand and commit to maintaining the confidentiality of sensitive information, aligning with the standards and principles set forth by the EYFS statutory framework.