

Sonia Kids Center

After School Program

Privacy Policy

At Sonia Kids Center (SKC), we are committed to protecting the privacy and confidentiality of our students and their families. This Privacy Policy outlines the types of personal information we collect, how we use and protect it, and the rights and choices you have regarding your information.

Information We Collect:

- a. Personal Information: We may collect personal information such as student's name, date of birth, address, contact details (phone number, email address), emergency contact information, and any relevant medical information.
- b. Attendance and Activity Information: We may collect information about the student's attendance in our after school program and the activities they participate in.
- c. Parent/Guardian Information: We may collect personal information of parents or guardians, including their names, contact details, and any other relevant information required for communication or emergency situations.

Use of Information:

- a. Program Administration: We use the collected information to manage and administer the after school program, including enrollment, attendance tracking, and communication with parents/guardians.
- b. Safety and Security: We may use personal information for the safety and security of students during program hours, including emergency situations and coordination with authorized individuals for pick-up or drop-off.
- c. Communication: We may use contact information to communicate important program updates, newsletters, events, and other relevant information related to the after school program.
- d. Program Improvement: We may analyze aggregated and anonymized data to improve our after school program, identify trends, evaluate the effectiveness of activities, and make informed decisions for program enhancements.

Information Sharing:

a. Service Providers: We may share personal information with trusted third-party service providers who assist us in operating the after school program. These providers are contractually obligated to maintain the confidentiality and security of the information and are prohibited from using it for any other purpose.

b. Legal Requirements: We may disclose personal information if required by law, court order, or government regulation, or to protect our rights, property, or safety, or that of our students, staff, or others associated with our program.

Data Security:

We implement reasonable security measures to protect the personal information we collect and maintain. These measures include administrative, technical, and physical safeguards to prevent unauthorized access, loss, misuse, or alteration of information under our control. However, please note that no method of transmission over the internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

Data Retention:

We retain personal information for as long as necessary to fulfill the purposes outlined in this Privacy Policy, or as required by law. We will securely dispose of information when it is no longer needed.

Your Rights and Choices:

a. Access and Update: You have the right to access and update the personal information we hold about you or your child. Please contact us using the information provided below.

b. Opt-Out: You have the right to opt-out of receiving non-essential communications from us. You can unsubscribe from our communications by following the instructions provided in the communication or by contacting us directly.

Children's Privacy:

Our after school program is designed for children. We do not knowingly collect personal information from children under the age of 13 without parental consent. If we become aware that we have collected personal information from a child under 13 without parental consent, we will take reasonable steps to delete it.

Changes to the Privacy Policy:

We reserve the right to update or modify this Privacy Policy from time to time. Any changes will be effective upon posting the revised policy on our website. We encourage you to review this Privacy Policy periodically.

Contact Us:

If you have any questions, concerns, or requests regarding this Privacy Policy or the privacy practices of our after school Please contact Lida Meshkiyan at lida@soniakidscenter.com.