

DPIA Reference	<i>DPIA1211</i>
DPIA Title	First Steps Nursery Management System upgrade
Summary of Proposal <p>This is provided to Information Governance Steering Group and Satefy and Risk as an overview of the project. It is also published on the website and should provide the public with an understanding of the information asset and how data is protected as a standalone statement.</p>	<p>As part of a strategic improvement programme, First Steps Nursery is aiming to transfer to an electronic Nursery Management System - Blossom. This will allow us to record children's development electronically, so that parents and carers can access these records through a secure personalised app on a daily basis. Parents can then upload their own comments and photographs from home. This will support us in maintaining high levels of communication between setting and home, in line with the standards set out in the <i>Early Years Foundation Stage Framework</i>. The preferred system will also allow data such as occupancy, attendance, invoicing, development tracking, medical information and staff allocation to be managed and analysed centrally. The electronic system will also be a central system for bookings/occupancy/child details/parent/carer details/finance system including invoices.</p>
Date Ratified	22 September 2022