PRINCIPALITY NANNIES LIMITED
Privacy Policy
Last updated: October 2026

Principality Nannies Limited ("Principality Nannies", "we", "us" or "our") is committed to protecting your personal information and respecting your privacy.

This Privacy Policy explains how we collect, use, store and share personal information relating to individuals who use our recruitment services, including:

- candidates for nanny and household staff positions;
- prospective candidates and individuals who register with us;
- clients, prospective clients and their authorised representatives;
- referees and other individuals who provide information in connection with a candidate or client; and
- individuals who contact us or otherwise interact with our recruitment services.

Principality Nannies Limited is a company registered in the United Kingdom and provides recruitment services in Monaco, France, the French Riviera and, where appropriate, internationally.

We process personal information in accordance with applicable data protection legislation, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, together with any other applicable data protection laws.

1. Who We Are
Principality Nannies Limited
Registered in the United Kingdom, Company Number 07741801
Email: info@principalitynannies.com
Website: www.principalitynannies.com

For the purposes of applicable UK data protection legislation, Principality Nannies Limited is the data controller of the personal information we process in connection with our recruitment services, unless otherwise stated.

If you have any questions about how we use your personal information, please contact us using the details above.

2. Information We Collect
The information we collect will depend on whether you are a candidate, client or another person interacting with our services.

Candidates
We may collect information including:

- name and contact details;

- date of birth;
- nationality and citizenship;
- passport information and right-to-work status;
- current location and country of residence;
- employment history and experience;
- CV and photograph;
- qualifications, training and professional certifications;
- languages and language ability;
- driving licence and driving experience;
- availability and employment preferences;
- skills and specialist experience;
- references and information obtained from previous employers or referees;
- criminal background checks and related information where appropriate;
- information relating to work permits, visas and residency;
- information necessary to assess suitability for particular positions; and
- other information voluntarily provided by you during the recruitment process.

Clients and Prospective Clients
We may collect information including:

- name and contact details;
- your position or relationship to the family or household;
- family or household details relevant to recruitment;
- location of the position;
- household structure and staffing arrangements;
- details of children or other household members where relevant to the recruitment requirements;
- staffing requirements and job descriptions;
- preferred candidate experience, qualifications and skills;
- working arrangements, salary and benefits;
- accommodation and travel requirements;
- information about the household environment and requirements; and
- other information voluntarily provided to us in connection with our recruitment services.

We ask clients to provide only information that is relevant and necessary for the recruitment services being requested.

3. How We Use Personal Information
We use personal information for purposes including:

For Candidates

- registering you with Principality Nannies;
- assessing your skills, experience and suitability for employment opportunities;
- matching you with suitable positions and clients;
- contacting you about current and future employment opportunities;
- communicating with you about your availability and preferences;

- carrying out references and appropriate background or vetting checks;
- verifying qualifications, experience and right-to-work information;
- introducing your profile to prospective employers where appropriate;
- arranging interviews, trials and other recruitment activities;
- maintaining accurate and up-to-date candidate records; and
- meeting our legal and regulatory obligations.

For Clients

- registering you as a client;
- understanding your staffing requirements;
- identifying and introducing suitable candidates;
- communicating with you about current and future recruitment requirements;
- arranging interviews, trials and other recruitment activities;
- maintaining accurate client records;
- providing recruitment and related services; and
- meeting our legal and regulatory obligations.

We may also use information to administer and improve our services, maintain appropriate business records, prevent fraud or misuse and protect our legitimate business interests.

4. Our Lawful Bases for Processing
We will only process personal information where we have a lawful basis to do so under applicable data protection law.

Depending on the circumstances, these may include:

Taking steps at your request before entering into a contract – for example, where you register with us or ask us to provide recruitment services.

Contractual necessity – where processing is necessary to perform a contract or provide services.

Legal obligation – where we need to process information to comply with a legal or regulatory requirement.

Legitimate interests – where processing is necessary for our legitimate business interests, or those of a client or other relevant party, provided those interests are not overridden by your rights and interests.

Consent – where consent is required or where we choose to rely on consent for a particular processing activity. Where we rely on consent, you may withdraw it at any time, although this will not affect processing carried out before consent was withdrawn.

We will consider the appropriate lawful basis for each particular processing activity.

5. Special Category and Sensitive Information

Some information may be considered special category data under data protection legislation, such as information concerning health.

We will only collect or process such information where it is necessary and where we have an appropriate lawful basis and additional condition under applicable data protection law.

Where possible, we will avoid collecting sensitive information that is not necessary for the recruitment process.

6. Criminal Background Checks and Vetting
For certain positions, particularly roles involving childcare, vulnerable individuals, significant responsibility or access to private homes, we may carry out or request appropriate background and vetting checks.

This may include information relating to criminal convictions or offences.

We will only process criminal offence data where permitted by applicable law and where we have identified the appropriate lawful basis and additional legal condition required for that processing.

We may request information such as:

- criminal background checks;
- the country in which a check was carried out;
- the date of issue and expiry date, where applicable; and
- information necessary to verify the authenticity or relevance of a check.

We use this information to help assess suitability and protect clients, families, children, household members and other individuals.

Access to vetting information will be limited to those who need it for legitimate recruitment, safeguarding or legal purposes.

We will not retain criminal background information indefinitely and will retain it only for as long as reasonably necessary for the purpose for which it was collected, subject to applicable legal requirements.

7. References and Information from Other Sources
As part of our recruitment services, we may obtain information about candidates from previous employers, referees, professional contacts or other relevant sources.

We may also receive candidate information from:

- referrals;
- job boards;
- professional networking platforms;
- social media or other publicly available sources;
- clients or their authorised representatives; and

- other recruitment or professional contacts.

Where we obtain personal information from sources other than the individual, we will handle that information in accordance with applicable data protection requirements.

8. Sharing Personal Information
We may share relevant personal information where necessary to provide our recruitment services.

Candidate Information
Where appropriate, we may share relevant candidate information with:

- prospective employers and their authorised representatives;
- family offices;
- PAs and household managers acting on behalf of clients;
- other authorised representatives involved in the recruitment process;
- referees or verification providers;
- background-check or vetting providers;
- professional advisers or service providers where necessary; and
- authorities or other organisations where required by law.

We will aim to share only information that is relevant and necessary for the particular recruitment opportunity.

Client Information
We may share relevant client or household information with candidates where necessary to allow them to properly consider a position.

We will take reasonable steps to ensure that information shared is appropriate for the recruitment purpose and does not unnecessarily disclose private or sensitive information.

9. International Recruitment and International Transfers
Because Principality Nannies operates in Monaco, France and may undertake international recruitment, personal information may sometimes need to be transferred to or accessed from countries outside the United Kingdom.

Where personal information is transferred internationally, we will take appropriate steps to ensure that the transfer is carried out in accordance with applicable data protection legislation and that appropriate safeguards are in place where required.

This may include sharing relevant information with clients, candidates, employers, service providers or other authorised parties located outside the UK.

10. How We Protect Your Information
We take reasonable technical and organisational measures to protect personal information against:

- unauthorised access;
- accidental loss;
- misuse;
- alteration;
- disclosure; and
- destruction.

Access to personal information is restricted to individuals who have a legitimate reason to access it.

However, no method of electronic storage or transmission can be guaranteed to be completely secure.

11. How Long We Keep Your Information
We retain personal information only for as long as reasonably necessary for the purposes for which it was collected, including providing recruitment services, maintaining appropriate records and complying with legal, regulatory or accounting requirements.

For candidates, we may retain your information after a particular placement or application has ended so that we can contact you about future suitable opportunities, where this is appropriate and lawful.

For clients, we may retain your information after a particular recruitment assignment has ended where there is a reasonable expectation that further recruitment services may be required or where we have legitimate business or legal reasons for doing so.

We periodically review the information we hold and will delete or securely dispose of information that is no longer required, subject to applicable legal and regulatory requirements.

12. Your Data Protection Rights
Depending on the circumstances and applicable law, you may have rights in relation to your personal information, including the right to:

- request access to the personal information we hold about you;
- request correction of inaccurate or incomplete information;
- request deletion of your personal information in certain circumstances;
- request restriction of processing in certain circumstances;
- object to certain processing, including processing based on legitimate interests;
- request transfer of certain personal information to you or another organisation where the right to data portability applies; and
- withdraw consent where we are relying on consent as our lawful basis.

These rights are subject to certain legal conditions and exemptions.

If you wish to exercise any of your rights, please contact us at:
info@principalitynannies.com

We may need to request information to verify your identity before responding to a request.

13. Marketing and Future Opportunities
Candidates who register with Principality Nannies may be contacted about suitable current and future employment opportunities.

Clients may be contacted regarding current and future recruitment services.

We will only use personal information for marketing purposes where we have an appropriate lawful basis to do so and, where required, have obtained the necessary consent.

You can ask us to stop contacting you for marketing purposes at any time.

14. Cookies and Website Use
Our website may use cookies and similar technologies to operate effectively, understand website usage and, where applicable, improve our services.

15. Third-Party Websites and Services
Our website or communications may contain links to third-party websites or services.

We are not responsible for the privacy practices or content of third-party websites. We recommend that you review the relevant privacy policy before providing personal information to any third party.

16. Changes to This Privacy Policy
We may update this Privacy Policy from time to time to reflect changes in our services, legal requirements or data protection practices.

The latest version will be published on our website with the date it was last updated.

17. Complaints
If you have any concerns about how we have handled your personal information, please contact us in the first instance:

Principality Nannies Limited
Email: info@principalitynannies.com

You also have the right to complain to the UK's data protection regulator, the Information Commissioner's Office (ICO), if you believe your personal information has not been handled in accordance with applicable data protection law.

Further information is available from the ICO's website www.ico.org.uk.

18. Contact Us
If you have any questions about this Privacy Policy or how Principality Nannies handles your personal information, please contact:

Principality Nannies Limited
Email: info@principalitynannies.com
Website: www.principalitynannies.com

Last updated: October 2026