



## COPPA compliance requirements checklist

- Publish a COPPA-compliant privacy policy:** Clearly explain data collection, usage, sharing, and parental rights. Make it accessible and easy to understand, free from legal jargon.
- Notify parents:** Directly inform parents about data collection practices before gathering any child's personal information.
- Obtain verifiable parental consent:** Use methods like consent forms or ID checks to verify parental consent before collecting, using, or disclosing children's data.
- Honor parental data requests:** Provide a simple process for parents to review, delete, or refuse further collection of their child's data.
- Implement data protection measures:** Use encryption, strong access controls, and regular security audits to safeguard children's data.
- Monitor third-party data practices:** Ensure all third-party partners comply with COPPA and regularly audit their data handling practices.
- Train staff on COPPA compliance:** Conduct regular training on COPPA regulations and data handling practices for all staff members.
- Regularly review and update compliance practices:** Schedule audits, stay updated on regulatory changes, and adjust practices as needed.