Norbury Manor Business & Enterprise College *for* Girls

Website Privacy Policy

What information do we store and why?

Our stats

Along with the majority of online sites, when someone visits our website we collect internet log information and details of visitor behaviour patterns. We collect this information in a way which does not identify you. We will not associate any data gathered from this site with any personally identifiable information from any other source.

Google Analytics

Along with the majority of online sites, when someone visits our website we collect internet log information and details of visitor behaviour patterns. We use Google Analytics to collect this information and they will store a third party cookie on your computer. We will not associate any data gathered from this site with any personally identifiable information from any other source. Google have their own privacy policy which can be viewed at: <u>https://policies.google.com/privacy</u>

The reason we collect this information is to enhance your website experience and ensure we add relevant content to the site.

If you complete forms or text boxes on our website, for

example a contact form, we will process the information for the intended purpose only. The information submitted will be transmitted to contact(s) within the school by email, stored in a secure database or both.

The reason we collect this information is solely to process it for the intended purpose. Please see our school Privacy Policy and Privacy Notices for further information.

Do we disclose any information to third parties?

No. We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required to do so by law to. This Privacy Policy does not cover third party websites that we may link to within this site.

What is a cookie?

A cookie is a small text file which is placed on to your device (computer, smartphone or tablet) when you visit a website. Cookies allow the website to recognise your device and may store website preferences or past actions. For more information on cookies, see the <u>Cookies and Similar</u> <u>Technologies</u> page on the <u>Information Commissioner's Office</u> website.

Cookies used on this website

Cookie/serv	What it does
ice name	
ASPSESSID	Only set if you log into the website and only used to keep you logged into the website.

Google Analytics utma utmb utmc utmz	Used to track your movement around the website. We use this data to see what content is popular to ensure people can easily access the most relevant information. This is a third party cookie set by Google and governed by their privacy policy which can be found at: <u>https://policies.google.com/privacy</u>
Google Maps	These cookies are used by Google to enable and track usage of their Google Maps functionality.
N_T GAPS GZ SSID	This is a third party cookie set by Google and governed by their privacy policy which can be found at: <u>https://policies.google.com/privacy</u>
APISID SAPISID NID SNID PREF SS SID	Google Maps Terms of Service can be found at: https://www.google.com/intl/en_uk/help/terms_ maps.html
docsperf MPRF HSID khcookie	
YouTube	This may be set if we have embedded a YouTube video on a page.
	This is a third party cookie set by Google and is governed by their privacy policy, which can be

	found at: <u>https://policies.google.com/privacy</u>
Vimeo	This may be set if we have embedded a Vimeo video on a page.
	This is a third party cookie set by Vimeo and governed by their privacy policy which can be found at: <u>https://vimeo.com/cookie_policy</u>
Facebook	Only set if any official Facebook widgets are included in the site.
	This is a third party cookie set by Facebook and governed by their privacy policy which can be found at: <u>https://www.facebook.com/policy.php</u>
Twitter	Only set if any official Twitter widgets are included in the site. This is a third party cookie set by Twitter and is governed by their privacy policy which can be found at: <u>https://twitter.com/privacy</u>

Note: this list is manually maintained. Although we aim to keep this list current and up-to-date, we cannot guarantee that additional third-party cookies won't exist when you visit pages on our website in the future.

How do I change my cookie settings?

Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit <u>http://www.aboutcookies.org</u> or <u>http://www.allaboutcookies.org</u>.

To opt out of being tracked by Google Analytics across all websites visit http://tools.google.com/dlpage/gaoptout.

How do we protect your information?

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Changes to our Privacy Policy

We may revise this Privacy Policy from time to time. If we decide to change our policy, we will post those changes on this page.

This policy was last modified on 08/10/2018.

Contacting us

If there are any questions regarding this policy, please <u>contact</u> <u>us</u> directly.