

Website Privacy Policy



'Proud to shine'

Policy Lead: Lee James

Last reviewed on: December 2021

Approved by: Richard Thorpe

Next review due by: December 2022

What information we collect?

Our website utilises online forms for you to contact us, register for events and request information. We will only collect personal data when we have your explicit consent to do so. All personal data is managed in accordance with our obligations as a Data Controller.

Controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

- Whenever you are asked to fill in a form on the website, look for a box that you can tick to indicate that you do not want your information to be used for direct marketing.
- If you have previously agreed to us using your personal information for direct marketing, you may change your mind at any time by writing to us or using the contact form on the website

When do we share your information?

We will not sell, distribute, or lease your personal information to third parties.

Security

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

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser settings to decline cookies if

you prefer. This may prevent you from taking full advantage of the website. We take your privacy very seriously and comply with the recent UK and EU law on handling cookies.

Cookies used on this website

| Cookie Name | What it does |
|--|---|
| Google Analytics _utma _utmb _utmc _utmz | Used to track your movement around the website, we use this information to see what information is popular and then tweak the website to ensure people access the most relevant information easily. This is a 3rd party cookie set by them and is governed by their privacy policy, which can be found at https://www.google.com/policies/privacy/ |
| Vimeo | This may be set if we have embedded a Vimeo video on a page. This is a 3rd party cookie set by them and is governed by their privacy policy, which can be found at https://vimeo.com/cookie_policy |
| Facebook | This is a 3rd party cookie set by them and is governed by their privacy policy, which can be found at https://www.facebook.com/policy.php |
| Twitter | Only set if any official twitter widgets are included in the site. This is a 3rd party cookie set by them and is governed by their privacy policy, which can be found at https://twitter.com/privacy |