# **Lavenham Pre-School Website Cookie Policy**

Lavenham Pe School are committed to safeguarding the privacy of our website visitors. This policy sets out how we will treat your personal information.

### 1. What information do we collect?

We may collect, store and use the following kinds of personal information:

• information about your visits to and use of this website

#### 2. Information about website visits

We may collect information about your computer and your visits to this website such as your IP address, geographical location, browsers type, referral source, length of visit and number of page views. We may use this information in the administration of this website, to improve the website's usability and for marketing purposes.

We use cookies on this website. A cookie is a file that is sent by a web server to a web browser and stored by the browser. The file is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We may send a cookie which may be stored by your browser on your computer's hard drive. We may use the information we obtain from the cookie in the administration of the website, to improve the website's usability and for marketing purposes. We may also use that information to recognize your computer when you visit our website and to personalise our website for you.

We use Google Analytics to analyse the use of this website. Google Analytics generates statistical and other information about website use by means of cookies, which are stored on users' computers. The information generated relating to our website is used to create reports about the use of the website. Google will store this information. Google's privacy policy is available at: http://www.google.com/privacypolicy.html.

Most browsers allow you refuse to accept cookies. For example, in Internet Explorer you can refuse all cookies by clicking "Tools", "Internet Options", "Privacy", and selecting "Block all cookies" using the sliding selector. Blocking all cookies will, however, have a negative impact upon the usability of many websites.

# 3. Using your personal information

If any personal information is submitted to this website it will be used for the purposes specified in this privacy policy or in relevant parts of the website.

We may use your personal information to:

- administer the website;
- improve your browsing experience by personalising our website;
- keep the website secure;

We will not without your express consent provide your personal information to any third parties for the purpose of direct marketing.

# 3. Disclosures

In addition to the disclosures reasonably necessary for the purposes as set out in this privacy policy, we may disclose information about you:

• to the extent that we are required to do so by law;

# 4. Policy amendment

We may update this privacy policy from time-to-time by posting a new version on our website. You should check this page occasionally to ensure you are happy with any changes.

### 5. Contact Us

If you have any questions about this privacy policy or our treatment of your personal information, please write to us by email to Lavenham.preschool@gmail.com