



High Green Primary School Website Use Privacy Statement & Cookies Policy

Our Website

This website and its owners take a proactive approach to user privacy and ensure the necessary steps are taken to protect the privacy of its users throughout their visiting experience. This website complies with the requirements for user privacy.

Privacy Policy

This privacy policy is for this website www.highgreenprimary.co.uk and governs the privacy of its users who choose to use it.

The policy sets out the different areas where user privacy is concerned and outlines the obligations & requirements of the users, the website and website owners, in addition to the way this website processes, stores and protects user data and information will also be detailed within this policy.

Cookie Policy

This website uses cookies to better the users experience while visiting the website, through its google calendar and google analytics plug ins. Use of cookies in this way complies with legislation requirements for websites to obtain information relating to the pages users are visiting so we can better enhance our website usability.

The cookies in use to deliver Google Analytics service are described in the table below.

Cookie	Title	Description
__utma	Google Analytics	These cookies are used to store information, such as what time your current visit occurred, whether you have been to the site before, and what site referred you to the web page.
__utmb		These cookies contain no personally identifiable information but they will use your computer's IP address to know from where in the world you are accessing the Internet.
__utmc		
__utmv		Google stores the information collected by these cookies on servers in the United States. Google may transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf.
__utmz		

Opt-out

In order to provide website visitors with more choice on how data is collected by Google Analytics, Google has developed the Google Analytics Opt-out Browser Add-on. The add-on communicates with the Google Analytics JavaScript (ga.js) to stop data being sent to Google Analytics. The Google Analytics Opt-out Browser Add-on does not affect usage of the website in any other way. A link to further information on the Google Analytics Opt-out Browser Add-on is provided below for your convenience.

<http://tools.google.com/dlpage/gaoptout?hl=None>

For more information on the usage of cookies by Google Analytics, please see the Google website. A link to the privacy advice for this product is provided below for your convenience.

<http://www.google.com/analytics/learn/privacy.html>

Disabling Cookies

If you would like to restrict the use of cookies, you can control this in your Internet browser. Links to advice on how to do this for the most popular Internet browsers are provided below for convenience and will be available for the Internet browser of your choice either online or via the software help (normally available via key F1).

- **Internet Explorer**

<http://windows.microsoft.com/en-GB/windows7/Block-enable-or-allow-cookies>

- **Google Chrome**

https://support.google.com/chrome/bin/answer.py?hl=en-GB&answer=95647&p=cpn_cookies

- **Apple Safari**

<http://docs.info.apple.com/article.html?artnum=32467>

Contact & Communication

Users contacting this website and/or its owners do so at their own discretion and provide any such personal details requested at their own risk. Your personal information is kept private and stored securely until a time it is no longer required or has no use, as detailed in the Data Protection Act 1998. Every effort has been made to ensure a safe and secure form is provided but users are advised use of such forms is done so at their own risk.

This website and its owners use any information submitted to provide you with further information about our school and or to assist in answering any questions or queries you may have submitted or to update your contact details that will be held securely and only used for school related business.

External Links

Although this website only looks to include quality, safe and relevant external links, users are advised to adopt a policy of caution before clicking any external web links mentioned throughout this website. (External links are clickable text / banner / image links to other websites. The owners of this website cannot guarantee or verify the contents of any externally linked website despite their best efforts. Users should therefore note they click on external links at their own risk and this website and its owners cannot be held liable for any damages or implications caused by visiting any external links mentioned.

Social Media Platforms

Communication, engagement and actions taken through external social media platforms that this website and its owners participate on now or in the future are custom to the terms and conditions as well as the privacy policies held with each social media platform respectively. Users are advised to use social media platforms wisely and communicate / engage upon them with due care and caution concerning their own privacy and personal details. This website nor its owners will ever ask for personal or sensitive information through social media platforms and encourage users wishing to discuss sensitive details to contact them through primary communication channels such as by telephone or email.

Shortened Links in Social Media

This website and its owners through their social media platform accounts may share web links to relevant web pages. By default, some social media platforms shorten lengthy urls [web addresses] (this is an example: <http://bit.ly/zyVUBo>).

Users are advised to take caution and good judgement before clicking any shortened urls published on social media platforms by this website and its owners. Despite the best efforts to ensure, only genuine urls are published many social media platforms are prone to spam and hacking and therefore this website and its owners cannot be held liable for any damages or implications caused by visiting any shortened links.

Resources & Further Information

- [Data Protection Act 1998](#)
- [Privacy and Electronic Communications Regulations 2003](#)
- [Privacy and Electronic Communications Regulations 2003 – The Guide](#)
- [Twitter Privacy Policy](#)
- [Facebook Privacy Policy](#)
- [Google Privacy Policy](#)