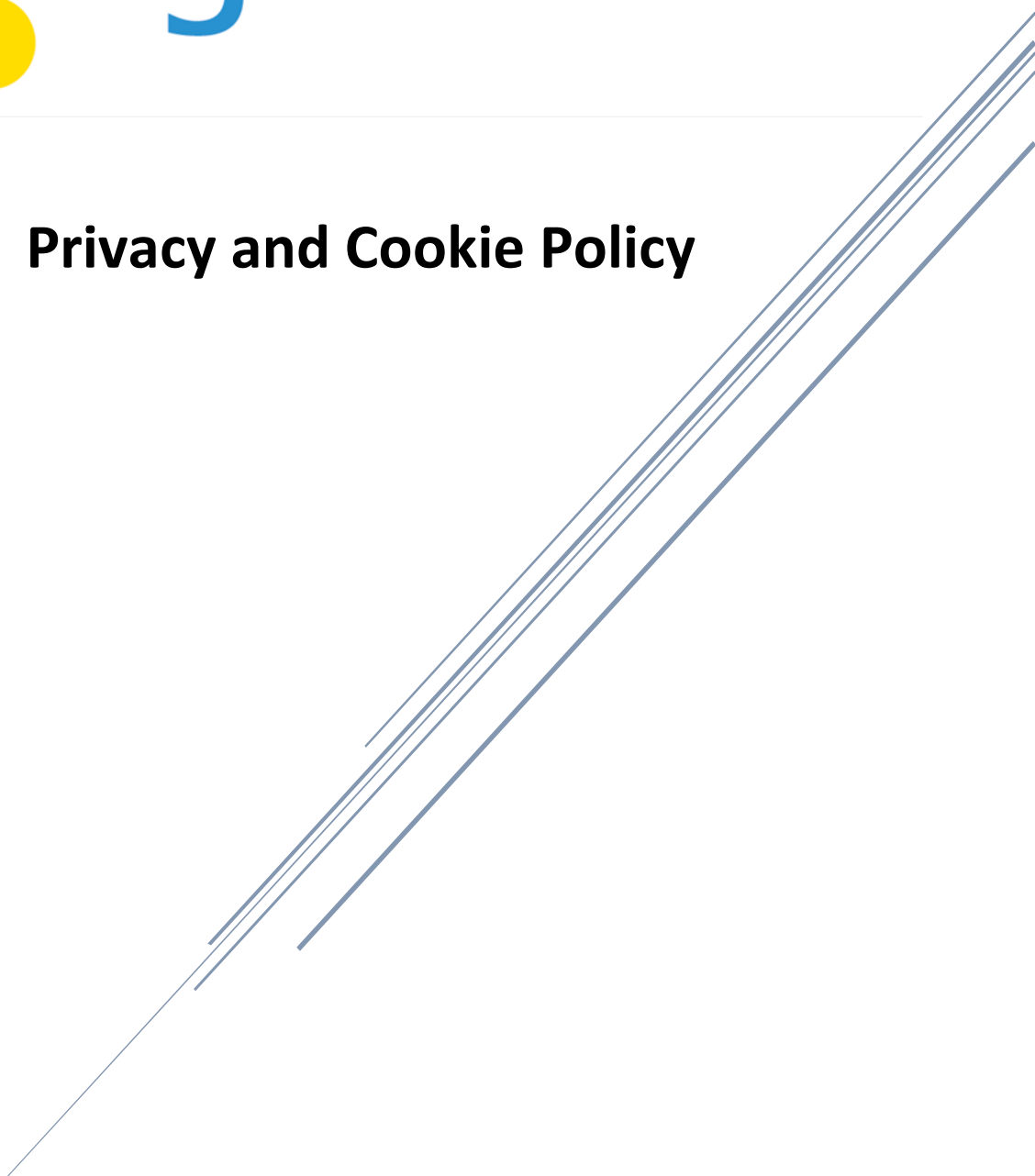




## **Privacy and Cookie Policy**



# Privacy and Cookie Policy

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## 1. Purpose of this privacy and cookie policy

This privacy policy aims to inform you how thelighthouseattleborough.co.uk (referred to as "this website") collects and processes your personal data through your use of this website, including any data you may provide through this website or otherwise. So that you are fully aware of how and why we are using your data, you must read this privacy and cookie policy together with the Data Protection Policy and any other privacy notice or fair processing notice. This privacy and cookie policy supplements any other policies and information and is not intended to override them.

## 2. The data we may collect about you

Personal data, or personal information, means any information about an individual from which that person can be identified. This sort of data will be specifically supplied to us. It does not include data where the identity has been removed (anonymous data).

We may collect, use, store and transfer different kinds of personal and anonymous data about you, which we have grouped together as follows:

- **Identity Data** includes first name, maiden name, last name, username or similar identifier, marital status, title, date of birth and gender.
- **Contact Data** includes address, e-mail address and telephone numbers.
- **Technical Data** includes internet protocol (IP) address, your login data, browser type and version, time zone setting and location, browser plug-in types and versions, operating system and platform and other technology on the devices you use to access this website.
- **Profile Data** includes your username and password, feedback and survey responses.
- **Usage Data** includes information about how you use our website, products and services.
- **Communications Data** includes your preferences in receiving information from us and your communication preferences.
- **Aggregated Data** such as statistical or demographic data for any purpose. Aggregated Data may be derived from your personal data but is not considered personal data in law as this data does **not** directly or indirectly reveal your identity. For example, we may aggregate your Usage Data to calculate the percentage of users accessing a specific website. This data may be shared. However, if we combine or connect Aggregated Data with your Personal Data so that it can directly or indirectly identify you, we will treat the combined data as Personal Data which will be used under this privacy and cookie policy.
- **Special Categories of Personal Data** which we do not generally collect. This includes details about your race or ethnicity, religious or philosophical beliefs, sex life, sexual orientation, political opinions, trade union membership, information about your health and genetic and biometric data. Nor do we collect any information about criminal convictions and offences. However, on occasions, for example, through direct interaction, we may receive Special Categories of Personal Data. Processing these types of Special Categories of Personal Data is permitted under data protection law where data subjects have given explicit consent and/ or where it is carried out by a religious entity in the course of its legitimate activity.

This website is not intended for children, and we do not knowingly collect data relating to children.

### 3. How is your Personal Data Collected?

We use different methods to collect data from and about you including through:

- **Direct interactions.** You may give us your Identity and Contact Data by filling in forms or corresponding with us by post, phone, e-mail or otherwise. This includes personal data you provide when you:
  - create an account on our website;
  - subscribe to one of our publications;
  - request information to be sent to you;
  - enter a competition or
  - replying to a survey; or
  - provide some feedback.
- **Automated technologies or interactions.** As you interact with our website, we may automatically collect Technical Data about your equipment, browsing actions and patterns. We collect this personal data using cookies, server logs and other similar technologies. We may also receive Technical Data about you if you visit other websites employing our cookies. Please see our cookie policy for further details.
- **Third parties sources.** We may receive Personal Data about you from other bodies, although this is rare.

### 4. How we use your Personal Data

Most commonly, we will use your personal data in the following circumstances:

- Where you consent to us using your personal data, for example, when you correspond with us or request a newsletter or through Churchsuite (your consent can be withdrawn at any time as set out in this policy).
- Where it is necessary for our legitimate interests (or those of a third party) and your interests and fundamental rights do not override those interests.
- Where we need to comply with a legal or regulatory obligation.
- We do not share your personal data with any external Third Parties. Where we need to share your Personal Data, we will obtain your express opt-in consent before we share it.

### 5. Opting Out

You can ask third parties or us to stop sending you messages anytime by contacting them. Where you opt out of receiving these messages, this will not apply to Personal Data provided to us, which is subject to the data protection policy.

## 6. How long will you use my personal data?

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including to satisfy any legal, accounting, or reporting requirements.

To determine the appropriate retention period for personal data, we consider

- the amount, nature, and sensitivity of the personal data,
- the potential risk of harm from the unauthorised use or disclosure of your personal data,
- the purposes for which we process your personal data
- the applicable legal requirements.

For more information on this and other related matters, please see the ICO website:

<https://ico.org.uk/>

## 7. What is a cookie?

The cookie is a tiny text file placed on an internet user's hard drive. It is generated by a web page server, the computer operating a website. The cookie's information can be used by that server whenever the user visits the site. A cookie can be considered an internet user's identification card, which tells a website when the user has returned.

On this website, cookies record information about your online preferences and allow us to tailor the websites to your interests. Users can set their devices to accept all cookies, notify them when a cookie is issued, or not receive cookies at any time. Each browser is different, so check your browser's "Help" menu to learn how to change your cookie preferences.

During any visit to this website, the pages you see and a cookie are downloaded to your device. Many websites do this because cookies enable publishers to do useful things like finding out whether the device (and probably its user) has previously visited the website. This is done on a repeat visit by finding a cookie left there on the last visit.

## 8. Are cookies dangerous?

No. Cookies are small pieces of text. They are not computer programs and can't be executed as code. Also, they cannot be used to disseminate viruses, and browsers now allow users to limit the number of cookies saved on their hard drives.

Cookies are stored on the computer's hard drive. They cannot access the hard drive - so a cookie can't read other information saved on the hard drive, get a user's e-mail address etc. They only contain and transfer to the server as much information as the users have disclosed to a specific website.

A server cannot set a cookie for a domain it is not a member of. Despite this, users often find cookies from websites they have never visited in their computer files. These cookies are usually set by companies that sell internet advertising on behalf of other websites. Therefore, it may be possible that users' information is passed to third-party websites without the users' knowledge or consent, such as information on surfing habits. This is the most common reason for people rejecting or fearing cookies

## 9. How does this website use cookies?

The information supplied by cookies can help us analyse our visitors' profiles and provide a better user experience and more relevant information.

## 10. Third-Party Cookies on this website's pages

Please note that during visits to this website, you may notice some cookies that are not related to this website. When you visit a page with content embedded from, for example, YouTube, Vimeo or Facebook, you may be presented with cookies from these websites. This website does not control the dissemination of these cookies. You should check third-party websites for more information about these.

## 11. How to reject cookies

In this section, you will find information on what cookies may be set when you visit this website and how to reject or delete those cookies.

This website will not use cookies to collect personally identifiable information about you. However, if you wish to restrict or block the cookies set by this website or any other website, - you can do this through your browser settings.

Alternatively, you may visit [www.aboutcookies.org](http://www.aboutcookies.org), which contains comprehensive information on how to do this on various browsers. You will also find details on deleting cookies from your computer and more general information about cookies. You will need to refer to your handset manual for details on how to do this on your mobile phone browser.

## 12. Cookies set by this website

This website does not use or set any cookies directly except those required for the website's basic functionality.

## 13. Cookies set by Third Parties

This website uses some suppliers who also set cookies on it on its behalf to deliver the services they are providing. (Churchsuite, YouTube etc.) If you would like more information about the cookies these suppliers use and how to opt out, please see their privacy policies.

## 14. Google Analytics

This website uses Google Analytics, a web analytics service provided by Google, Inc. Google Analytics sets a cookie to evaluate your use of the website and compile reports for us on activity on this website.

Google stores the information collected by the cookie on servers in the United States. Google may also transfer this information to third parties where required by law or where such third parties process the information on Google's behalf. Google will not associate

your IP address with any other data held by Google. By using this website, you consent to processing data about you by Google in the manner and for the purposes set out above. To reject, delete or find out more about this cookie, visit [developer.google.com](https://developer.google.com). You can also install a browser plug-in to reject these cookies, which can be found at [tools.google.com](https://tools.google.com)