



## **Woodborough School Privacy Statement**

Woodborough School respects your privacy and is committed to protect the personal information that you share with us. Generally, you can browse through our website without giving us any information about yourself. When we do need your personal information to provide services that you request or when you choose to provide us with your personal information, this policy describes how we collect and use your personal information.

### **What information does Woodborough School collect, and how is it used?**

Woodborough School collects personal identifying information such as your e-mail address when you fill out a survey, and/or complete registration for sites or services requiring such information. Woodborough School also uses third party software to collect usage statistics on our site.

Woodborough School will occasionally use some of the information we collect in the aggregate for marketing and promotional purposes. Woodborough School will occasionally log visitors' IP addresses for the collection of aggregate information about site visitors and their interests. Woodborough School does not link these IP addresses to personal identifying information such as a visitor's name and/or e-mail address.

### **Cookies and Tracking Technology**

A cookie is a small data file that certain Web sites write to your hard drive when you visit them. A cookie file can contain information such as a user ID that the site uses to track the pages you've visited, but the only personal information a cookie can contain is information you supply yourself. A cookie can't read data off your hard disk or read cookie files created by other sites. Some parts of Woodborough School's website use cookies to track user traffic patterns. We do this in order to determine the usefulness of our website information to our users and to see how effective our navigational structure is in helping users reach that information.

If you prefer not to receive cookies while browsing our website, you can set your browser to warn you before accepting cookies and refuse the cookie when your browser alerts you to its presence. You can also refuse all cookies by turning them off in your browser, although you may not be able to take full advantage of Woodborough School's website if you do so. In particular, you may be required to accept cookies in order to complete certain actions on our website. You do not need to have cookies turned on, however, to use/navigate through many parts of our website, except access to certain of Woodborough School's web pages may require a login and password.

### **How We Use Information Collected**

Woodborough School uses information for several general purposes: to fulfil your requests for certain products and services, to keep you up to date on the latest product announcements, software updates, special offers or other information we think you'd like to hear about from us, and to better understand your needs and provide you with better services.

Though we make every effort to preserve user privacy, we may need to disclose personal information when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process served on our Web site.

### **Third Party Sites**

Parts of this website contain links to third party websites. This is for your convenience and information. When using these links, you will leave the Woodborough School website. When you access another company's website please understand Woodborough School does not control the content and can not be held responsible for the privacy or content practices of that site. We encourage you to learn about the privacy policies of those companies.

Usage statistics collected by third party software on our behalf may be stored by another company and be subject to their own privacy policies.

### **Changes to this Privacy Policy**

Woodborough School will amend this policy from time to time. If we make any substantial changes in the way we use your personal information we will make that information available by posting a notice on this site.