

This website privacy policy describes how Children's Parliament protects and makes use of the information you give the company when you use this website.

If you are asked to provide information when using this website, it will only be used in the ways described in this privacy policy.

This policy is updated from time to time. The latest version is published on this page.

This website privacy policy was updated on: <u>18th October 2017</u>

If you have any questions about this policy, please email <u>info@childrensparliament.org.uk</u> or write to: Children's Parliament, Summerhall, Edinburgh, EH9 1PL.

Introduction.

We gather and use certain information about website visitors to better understand our work's audience.

If you elect to receive our occasional newsletter, we will only use the information you provide to contact you regarding our work. We will not share or sell this information. If you decide that you no longer wish to receive information, please contact <u>info@childrensparliament.org.uk</u>.

What data do we gather?

We use google analytics to better understand how visitors use our website. This information can include:

- Demographic information, such as postcode and IP address.
- Website usage data.

How do we use this data?

Collecting website usage data helps us to understand what our audience is interested in about our work. This enables us to deliver a better website experience.

Specifically, we may use this data:

- For our internal records
- To improve the service we provide
- To customise the website for our audience.

Cookies and how we use them.

What is a cookie?

A cookie is a small file placed on your computer's hard drive. It enables our website to identify your computer as you view different pages on our website.

Cookies allow websites and applications to store your preferences in order to present content, options or functions that are specific to you. They are useful, as they allow us to see information such as how many people use the website and what pages they tend to visit.

How we use cookies.

We may use cookies to:

- Analyse our web traffic using Google Analytics. Aggregated usage data helps us improve the website structure, design, content and functions.
- To recognise you when you return to our website.

Cookies do not provide us with access to your computer or any information about you, other than that which you choose to share with us.

Controlling cookies.

You can use your web browser's cookie settings to determine how our website uses cookies. If you do not want our website to store cookies on your computer or device, you should set your web browser to refuse cookies.

However, please note that doing this may affect how our website functions. Some webpages may become unavailable to you.

Unless you have changed your browser to refuse cookies, our website will issue cookies when you visit it.

To learn more about cookies and how they are used, visit http://www.allaboutcookies.org/

Controlling information about you.

If you have elected to receive information from us via our E-newsletter sign-up form, you can change your mind easily, via one of these methods:

- Click unsubscribe option on our newsletter
- Unsubscribe via this link
- Send an email to <u>info@childrensparliament.org.uk</u>
- Write to us at: Children's Parliament, Summerhall, Edinburgh, EH9 1PL

We will not lease, distribute or sell your personal information to third parties, unless we are compelled by law.

Any personal information we hold about you is stored and processed under our data protection policy, in line with the Data Protection Act 1998.

Security.

We will always hold your information securely.

To prevent unauthorised disclosure or access to your information, we have implemented physical and electronic security safeguards. These are reviewed regularly to ensure that they are up to date.

We also follow stringent procedures to ensure we work with all personal data in line with the Data Protection Act 1998.

Links from our website.

Our website contains links to other organisations and websites.

Please note that we have no control of websites outside of our <u>www.childrensparliament.org.uk</u> domain. If you choose to provide information to a website to which we link, we are not responsible for your information's protection and privacy.

Please maintain vigilance when submitting data to any website. When in doubt, read a website's data protection and privacy policies fully.