

Cardinal Allen Catholic High School GPDR Privacy Policy

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Introduction

This privacy policy will explain how Cardinal Allen Catholic High School uses the personal data we collect from you when you use our website.

What data do we collect?

Our school website uses processed the following data:

- Personal identification information (Name, email address, phone number, etc.)
- Anonymous user website behaviour for the purposes of data analytics

How do we collect your data?

You directly provide our school with most of the data we process. We process data when you:

- Send us a message via the school Contact Us form.
- Voluntarily complete a customer survey or provide feedback when we publish surveys on the school website.
- Use or view our website via your browser's cookies. For example, we use Google Analytics to monitor anonymous user behaviour for the purposes of improving the website.

Our school may also receive your data indirectly from the following sources:

- Email

How will we use your data?

Our school collects your data so that we can:

- Process your request via the Contact Us form.
- Email you with a response based on your request from the Contact Us form.
- We use aggregated anonymous user data to analyse how the website is performing.

Your anonymous user behaviour data is shared with Google Analytics. The data you send us from the Contact Us form will not be shared outside of the school unless you give us permission to do so.

How do we store your data?

Our website does not store any personal data such as names, addresses, email address, telephone numbers etc. When a user provides contact details and information via the Contact Us form the data is passed through our website to our email system. Once received and actioned the email is deleted.

Marketing

We do not use any of the data collected on our website for marketing purposes. For example, if we receive positive feedback via the Contact Us page we would ask for permission before publishing the information.

What are your data protection rights?

Cardinal Allen High School would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request Cardinal Allen Catholic High School for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Cardinal Allen Catholic High School correct any information you believe is inaccurate. You also have the right to request Cardinal Allen Catholic High School to complete the information you believe is incomplete.

The right to erasure – You have the right to request that Cardinal Allen Catholic High School erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Cardinal Allen Catholic High School restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to Cardinal Allen Catholic High School processing your personal data, under certain conditions.

The right to data portability – You have the right to request that Cardinal Allen Catholic High School transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

Call us at: 01253 872659

Or write to us: Cardinal Allen Catholic High School, Melbourne Avenue, Fleetwood, Lancashire, FY7 8AY.

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit <https://ico.org.uk/global/cookies/>.

How do we use cookies?

Cardinal Allen Catholic High School uses cookies for tracking user behaviour. The data which is collected is anonymous and only tracks your interactions with the website. The information is processed by Google and used by Cardinal Allen to see how visitors are using the website.

What types of cookies do we use?

Google Analytics is Google's analytics tool that helps website and app owners to understand how their visitors engage with their properties. It may use a set of cookies to collect information and report site usage statistics without personally identifying individual visitors to Google. The main cookie used by Google Analytics is the '_ga' cookie.

How to manage cookies

We use Google Analytics for aggregated, anonymous website traffic analysis. In order to track your session usage, Google drops a cookie (_ga) with a randomly generated ClientID in your browser. This ID is anonymous and contains no identifiable information like email, phone number, name, etc. We also send Google your IP Address. We use GA to track aggregated website behaviour, such as what pages you looked at, for how long, and so on. This information is important to us for improving the user experience and determining site effectiveness. If you would like to access what browsing information we have - or ask us to delete any GA data - please delete your _ga cookies or install the Google Analytics Opt-Out Browser Add-on <https://tools.google.com/dlpage/gaoptout>

Privacy policies of other websites

Cardinal Allen Catholic High School website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Cardinal Allen Catholic High keeps its privacy policy under regular review and places any updates on this web page.

How to contact us

If you have any questions about Cardinal Allen Catholic High privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: support@cardinalallen.co.uk

Call us: 01253 872 659

Or write to us at: Cardinal Allen Catholic High, Melbourne Avenue, Fleetwood, Lancashire, FY7 8AY

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Our Company has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office at ico.org.uk