

## **PRIVACY & DATA PROTECTION**

The Brigitte Trust will protect your personal information and will not share it with other people unless you give your consent.

The Brigitte Trust is committed to protecting and respecting your privacy, and aims to be clear and open about how your data is used.

This policy explains what data – personal and anonymous – we collect from you when you visit our website and how we use it.

# 1. Information we may collect from you via our website:

We may collect the following information from you:

- Information that you provide by filling in forms on our website www.brigittetrust.org. This includes information provided by staff and volunteers who use our site and others subscribing to our newsletters.
- If you contact us, we may keep a record of that correspondence.
- Details of your visits to our site, including which pages you visit. This is to enhance your experience of the site and for logged-in members to ensure access to restricted resources.

## 1.1. How we use that data

When you enter personal data (such as your contact details) into forms on our website we will ask you to consent (normally by use of a "tick box") to us storing that information for future use. We will then use that information to send you our newsletters (containing information about our organisation and our work).

## 1.2. Opting Out

If you have given us your details to receive our newsletter or for any other purpose and later decide to opt out, this can be done using the on-line form or by contacting us at the email address given below.

## 1.3. Access to your information

You have the right to access information held about you. Access requests should be made to the contact email address given below.



# 2. Use of "cookies" by the Brigitte Trust website

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. The text below explains the cookies we use.

#### 2.1. All website users

We use Google Analytics to collect information about how visitors use our site. We use the information to compile reports and to help us improve the site. The cookies set by Google Analytics collect information in an anonymous form, including the number of visitors to the site, where visitors have come to the site from and the pages they visited.

Click here for an overview of privacy at Google

### 2.2. Can I refuse cookies?

Yes. You can use a setting on your web browser which allows you to refuse to accept cookies. However, if you select this setting you may be unable to use certain parts of our site and it may not work smoothly.

# 2.3. Changes to our Privacy Policy

Any changes we may make to our privacy policy in the future will be posted on this page and, where appropriate, notified to you by email.

## 2.4. Contact

Please send any questions, comments and requests about this privacy policy to admin@brigittetrust.com

### 2.5. Disclaimer

Our website may contain links to and from other websites. If you follow a link to any of these websites, please note that we do not accept any responsibility or liability for data provided or collected by these websites.