



## **COOKIE POLICY**

### **Definitions and Interpretation.**

In this policy the following terms shall have the following meanings:

“Cookie” means a small text file placed on your computer or device by our website when you visit certain parts of our website and/or when you use certain features of our website. Details of the cookies used by our website are set out below.

“Cookie Law” means the relevant parts of the Privacy and Electronic Communications (EC Directive) Regulations 2003.

### **How do we use cookies?**

Our website may place and access certain first-party cookies on your computer or device. First-party cookies are those placed directly by us and are used only by us. We use cookies to facilitate and improve your experience of our website and to provide and improve our services. We have carefully chosen these cookies and have taken steps to ensure that your privacy and personal data is protected and respected at all times.

All cookies used by and on our website are used in accordance with current cookie law.

Before cookies are placed on your computer or device, you will be shown a prompt at the foot of the website requesting your consent to set those cookies. By giving your consent to the placing of cookies you are enabling us to provide the best possible experience and service to you. You may, if you wish, deny consent to the placing of cookies; however certain features of our website may not function fully or as intended.

Our website uses analytics services provided by Google Analytics. Website analytics refers to a set of tools used to collect and analyse anonymous usage information, enabling us to better understand how our website is used. This, in turn, enables us to improve our website and the services offered through it.

The analytics service(s) used by our website uses cookies to gather the required information. You do not have to allow us to use these cookies, however whilst our use of them does not pose any risk to your privacy or your safe use of our website, it does enable us to continually improve our website, making it a better and more useful experience for you.

In addition to the controls that we provide, you can choose to enable or disable cookies in your internet browser. Most internet browsers also enable you to choose whether you wish to disable all cookies or only third-party cookies. By default, most internet browsers accept cookies, but this can be changed. For further details, please consult the help menu in your internet browser or the documentation that came with your device.

You can choose to delete cookies on your computer or device at any time, however you may lose any information that enables you to access our website more quickly and efficiently including, but not limited to, login and personalisation settings.

It is recommended that you keep your internet browser and operating system up-to-date and that you consult the help and guidance provided by the developer of your internet browser and manufacturer of your computer or device if you are unsure about adjusting your privacy settings.

### **Changes to this privacy & cookie policy.**

We may change this cookie policy from time to time. This may be necessary, for example, if the law changes, or if we change our organisation in a way that affects personal data protection. Any changes will be immediately posted on our website and you will be deemed to have accepted the terms of the Privacy and Cookie Policies on your first use of our website following the alterations. We recommend that you check this page regularly to keep up-to-date.