

## COOKIE POLICY

### WHAT IS A COOKIE?

A “cookie” is a piece of information that is stored on your computers hard drive, if you agree to this, and which records how you move your way around a website so that, when you revisit that website, it can present tailored options based on the information stored about your last visit. Cookies can also be used to analyse traffic and for advertising and marketing purposes.

Cookies are used by nearly all websites and do not harm your system.

We are required to obtain your consent for all non-essential cookies used on our website. You can block cookies (including essential cookies) at any time by activating the setting on your chose web browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block essential cookies you may not be able to access all or some parts of our website.

### HOW WE USE COOKIES.

We use cookies to track your use of our website. This enables us to understand how you use the site and track any patterns with regards how you are using our site. This helps us to develop and improve the website as well as products and / or services in response to what you might need or want.

### COOKIES ARE EITHER:

**Session Cookies:** these are stored on your computer during the web session and are automatically deleted when you close your browser. They are normally stored under an anonymous session ID allowing you to browse a website without having to log in to each page but they do not collect any personal data from your computer

**Persistent Cookies:** a persistent cookie is stored as a file on your computer and it remains there when you close your web browser. The cookie can be read by the website that created it when you visit that website again.

### COOKIES CAN ALSO BE CATEGORISED AS:

**Strictly necessary cookies:** These cookies are essential to enable you to use our website effectively. Without these cookies, the services available to you on our website cannot be provided. These cookies do not gather information about you that could be used for marketing or remembering where you have been on the internet.

**Performance cookies:** These cookies enable us to monitor and improve the performance of our website. For example they allow us to count visits, identify traffic sources and see which parts of the site are most popular.

**Functionality cookies:** These cookies allow our website to remember choices you make and provide enhanced features. For instance we may be able to provide you with news or updates relevant to the services you use. They

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may also be used to provide services you have requested such as viewing a video or commenting on a post. The information these cookies collect is usually anonymised.



**Targeting cookies:** These cookies record your visit to our website, the pages you have visited and the links you have followed. We will use this information to make our website and the advertising displayed on it more relevant to your personal interests.

**First and third party cookies:** First party cookies are cookies set by our website. Third party cookies are cookies on our website that are set by a website other than our website, such as where we advert on our website or use social media platforms such as Facebook so that we can show you relevant content from us when you are on Facebook.

## COOKIES WE USE:

### Cookies on our website

We may process data about your use of our website and services. The usage data may include your IP address, geographical location, browser type and version, your operating system, referral source, length of visit, page views and website navigation paths, as well as information about the timing, frequency and pattern of your service use.

The source of the usage data are our analytics tracking system, provided by Google Analytics. These generate statistical and other information about our website and is used to create reports about the use of the website.

Google's Privacy Policy: <http://www.google.com/privacypolicy.html>

You can control the cookies we use when accessing our website. You can also manage and control other cookies through the settings on your web browser.

To opt of being tracked by Google Analytics across all websites, please visit the following link:  
<http://tools.google.com/dlpage/gaopout>

If you have any other queries on the cookies we use, please feel free to contact us.