

## **PRIVACY STATEMENT 2018**

### **Visitors to our websites**

When someone visits our website, we use a third-party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone. We do not make, and do not allow Google to make, any attempt to find out the identities of those visiting our website. If we do want to collect personally identifiable information through our website, we will be up front about this. We will make it clear when we collect personal information and will explain what we intend to do with it.

### **Use of cookies**

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used to make websites work, or work more efficiently, as well as to provide information to the owners of the sit

### **E-newsletter**

We use a third-party provider, Mailchimp, to deliver our monthly e-newsletters. We gather statistics around email opening and clicks using industry standard technologies including clear gifs to help us monitor and improve our e-newsletter. For more information, please see [Mailchimp's Privacy Notice](#).

### **Security and performance**

We use a third-party service to help maintain the security and performance of our website. To deliver this service it processes the IP addresses of visitors to our website.

### **People who email us**

We will monitor any emails sent to us, including file attachments, for viruses or malicious software. Please be aware that you have a responsibility to ensure that any email you send is within the bounds of the law.

### **Outsourced Support Providers**

We work with a third-party, Copper Square Communications, to help manage our social media, analyse our website and create email campaigns. You can view Copper Square Communications Privacy Statement on their website: [www.coppersquareni.com](http://www.coppersquareni.com)