

St. Brigid's Boys' School,

Mart Lane, Foxrock, D18

SCHOOL WEBSITE PRIVACY STATEMENT ST. BRIGID'S BNS PRIVACY STATEMENT

WEBSITE OF ST BRIGID'S BNS

St. Brigid's BNS is committed to preserving the privacy of all visitors to www.stbrigids.ie ("our website"). This privacy statement relates to our practices in connection with our website and is designed to assist you in understanding how we collect, use and safeguard the personal information you provide to us and to assist you in making informed decisions when using our site and our services. St. Brigid's BNS fully respects your right to privacy. We will not collect personal information/personal data about you when you visit our website unless you choose to provide that information using the "**Contact us**" form.

By using this site, you consent to the collection and use of your information under the terms of this privacy statement which is in accordance with the Data Protection Acts 1988 to 2018, the European Communities (Electronic Communications Networks and Services) (Privacy and Electronic Communications) Regulations 2011 and the EU General Data Protection Regulation (GDPR). Please read the following privacy statement to understand how we use and protect the information that you choose to provide to us.

WHAT INFORMATION DO WE COLLECT?

When you visit our website you may provide us with two types of information:

- Personal information you knowingly choose to disclose that is collected on an individual basis, and
- Statistical web site use information collected on an aggregate basis as you and others browse through our website(s)

INFORMATION, PERSONAL AND NON-PERSONAL, YOU CHOOSE TO PROVIDE

Email address

When you visit our website you may wish to provide certain information about yourself, such as when you complete our "**Contact Us**" form. St. Brigid's BNS does not collect any personal data about you on this website, apart from the information which you volunteer to send us in the "**Contact Us**" form

Web Site Use Information

Where you visit our website, certain non-personal data is available to us through our internet service provider. This non-personal data is collected on a statistical, aggregate, non-individual basis. This information may include the IP address from which you access our website, the type of internet browser used to access our website, the type of operating system used to access our website, the "top-level" domain name used (ie, .com, .org, etc.), the date and time of your visit to our website and the number of pages you visited on our website

How Do We Use the Information That You Provide to Us?

Any information, which you provide using the "**Contact Us**" form, is not made available to any third parties and is only used by St. Brigid's BNS in line with the purposes for which you provided it (e.g. to contact you and answer any queries which you have raised in the "**Contact Us**" form or to address any other feedback which you send us in the "**Contact Us**" form)

Disclosure to Other People:

We do not disclose, sell or distribute any personal information which you send to us to any third parties. We may pass aggregate information on the usage of our site to third parties, but this will not include information that can be used to identify you. Your personal data may also be anonymised and used for statistical purposes.

Unless required to do so by law, we will not otherwise share, sell or distribute any of the information you provide to us without your consent.

IP Addresses:

An IP address is a number that is assigned to your computer automatically when you use the internet. When you visit any web page in our website, our servers log your IP address. We may use your IP address to help diagnose problems with our server and to administer our website. Your IP address is also used to help identify you and to gather broad demographic information.

WHAT ARE COOKIES?

Cookies are created when your browser loads this website (the “Service”). The Service sends information which is saved in a small text file (known as a cookie). Cookies are stored in your web browser for various periods of time, this time can range from the duration of your browsing session (session cookie) to several months (persistent cookie) and allows the us or a third-party to recognize you and make your next visit easier and more useful to you. Cookies cannot be used to identify you personally.

How we use cookies

When you use and access this Service, we may place a number of cookies in your web browser, we may use cookies for the following purposes:

- recognising that you may already have given a username and password so you don’t need to do it for every web page requested only for this Service.
- recording how many people (anonymous) in general are using the Service, this allows us to ensure there is enough capacity and the Service runs fast enough to give the user a smooth experience.
- analysing anonymous data to give us a better understanding of how people use and interact with the Service so that we can constantly strive to improve it.

How to manage cookies

If you’d like to delete cookies or instruct your web browser to delete or refuse cookies, please visit the “Help” pages of your web browser, however if you delete or refuse to accept cookies then you might not be able to use all the features provided on the service. To learn more about cookies you can visit <http://www.allaboutcookies.org/> which has a comprehensive guide on them and on how to restrict / delete them for most common browsers.

What cookies do we use?

We use our own cookie to make the help make the Service run better, details of this is listed below

CookieName: ASP.NET_SessionId

Reason: Enables the server to recognise the user in their current browser session,

Expires: At the end of the browsing session

CookieName: _acceptCookie18

Reason: Records that the user has accepted the cookie policy so it is not shown again

Expires: 1 year

If we show a twitter feed on our Service then Twitter will use their own cookie for remembering the user's language

CookieName: lang

Reason: Remembers the user's selected language version of a website

Expires: At the end of the browsing session

If we use Google Analytics software to collect information about how you use the Service then the following will cookies will be created

CookieName: _ga

Reason: records statistical data on how you use the Service

Expires: 2 years

CookieName: _gat, _gid

Reason: records statistical data on how you use the Service

Expires: At the end of the browsing session

We use a Third party control to enable users to share articles with their friends

CookieName: _stid

Reason: records user browser for return visits

Expires: 1 year

SECURITY

We employ security measures to protect your information from access by unauthorised persons and to guard against unlawful processing, accidental loss, destruction and damage and we will do our best to ensure that all records we hold remain secure in line with our obligations under Data Protection Acts 1988 to 2018. We take our security responsibilities seriously, employing appropriate physical and technical measures. We review our security procedures regularly

RETENTION

We do not retain your personal data for longer than it is necessary for us to comply with the purpose for which you gave it to us. Any personal data which you provide to us using this website will be used in line with the purposes for which you provided it (e.g. to contact you and answer any queries which you have raised in the "**Contact Us**" form or to address any other feedback which you send us in the "**Contact Us**" form) and after this purpose has been completed, we will delete your personal data.

ACCESSING YOUR INFORMATION

You are entitled to see the information we hold about you. On written request, we supply copies of your personal data, which you may have supplied to us using our website. If you wish to obtain copies of this personal data, you should write to the Board of Management of St. Brigid's BNS, Mart Lane, Foxrock, D 18 and ask that it provides you with an Access Request Form. Your request will be dealt with as soon as possible and will not take more than a month to process. If you discover that St. Brigid's BNS holds inaccurate information about you, you can request that we correct/delete that information.

WEBSITES LINKED TO OUR WEBSITE

Our website may, from time to time, contain links to and from third party websites. We are not responsible for the practices employed by websites linked to or from our website nor the information or content contained therein. Often links to other websites are provided solely as pointers to information on topics that may be useful to the users of our website

Please remember that when you use a link to go from our website to another website, our Privacy Policy is no longer in effect. Your browsing and interaction on any other website, including websites which have a link on our website, is subject to that website's own rules and policies. Please read over those rules and policies before proceeding

By using our website you consent to our collection and use of your personal information as described in this Privacy Policy. If we change our privacy policies and procedures, we will post those changes on our website to keep you abreast of any developments

Contacting Us

If you are concerned about how your personal data is processed by our website, please bring your concerns to our attention using the contact details below:

The Board of Management,
St. Brigid's Boys' School,
Mart Lane,
Foxrock,
Dublin 18
Or e-mail us at principal@stbrigids.ie

This Privacy Statement was developed by the BOM in consultation with our website provider in 2018. It was reviewed by the Board of Management at our Meeting on 20th October 2021.