



COOKIE POLICY

Date of approval: January 2018

Review Due: January 2019

Complaints Procedure

If anyone in the school community feels that this policy is not being followed then they should raise the matter first with the Headteacher and, if concerns persists, with the Chair of Governors who will facilitate the appropriate action, which may include an investigation. If there is a formal complaint then the school's complaints procedure will be followed.

Copies of this policy will be available from the school office and on the school website.

This policy has been agreed by the Headteacher and the Governing Body.

Headteacher signature: _____ Print name: _____

Date: _____

Chair of Governors' signature: _____ Print name: _____

Date: _____

The Legal Information

This privacy policy sets out how St Luke's School uses and protects any information that you give St Luke's School when you use this website.

St Luke's School is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with our Data Protection and Security Policy.

St Luke's School may change this policy from time to time by updating this page. You should check this page regularly to ensure that you are happy with any changes.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

First Party Cookies

First-party cookies are specific to the host site that created them (in this case, <http://www.stlukesschool.org.uk>). They are not shared across domains and so cannot be accessed by a web server other than our Website: <http://www.stlukesschool.org.uk>.

The table below explains the first-party cookies we use on our Website and the purpose that they are used for:

Auth	Authentication session to prevent having to login multiple times in one browser session.	Hashed data of username and authentication status	Expires on exit
ASP.NET_SessionId	This cookie contains the user's session ID and the cookie will expire at the end of the session (when you close your browser). This		Expires on exit

	cookie does not store personal data about you.		
Style	Improves accessibility by storing the visitor's preference on whether to activate the standard, high visibility or printer friendly style sheet with each page load.		The cookie is removed after 24 hrs

How to disable cookies

You can choose, below, not to allow cookies. If you do, we can't guarantee that your experience with the website will be as good as if you do allow cookies.

Most internet browsers accept cookies automatically, but you can set your preferences to change the settings of your browser to erase cookies or prevent automatic acceptance.

The following links explain how you control cookies via your browser – remember that if you turn off cookies in your browser then these settings apply to all websites, not just this one:

Internet Explorer

<http://support.microsoft.com/kb/278835> (this page links to further information for different versions of IE – the mobile version is at <http://www.microsoft.com/windowsphone/en-us/howto/wp7/web/changing-privacy-and-other-browser-settings.aspx>).

Chrome

<http://support.google.com/chrome/bin/answer.py?hl=en-GB&answer=95647>

Safari

https://support.apple.com/kb/PH21411?viewlocale=en_US&locale=en_US (or <http://support.apple.com/kb/HT1677> for mobile versions)

Firefox:

<http://support.mozilla.org/en-US/kb/Enabling%20and%20disabling%20cookies>

Blackberries

<http://support.blackberry.com/kb/articleDetail?articleNumber=000003865>

Android:

<http://support.google.com/mobile/bin/answer.py?hl=en&answer=169022>

Opera

<http://www.opera.com/browser/tutorials/security/privacy/>

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, since we do not have control over any other website, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites, and such sites are not governed by this cookie policy.

Contact

All comments, queries and requests relating to our use of your information are welcomed and should be addressed to office@stlukesschool.org.uk