

Privacy Statement

Thank you for visiting our website. The purpose of this statement is to explain to you what personal information we collect and how we may use it. We are committed to protecting your privacy and maintaining the security of any personal information received from you in accordance with The Data Protection Act (1998) which defines the legal responsibilities of data users. The Act governs the collection, storage, use and transfer of personal details, for example, name, address, email, etc.

We will only collect and store personal details appropriate to the service you require. We may occasionally send you correspondence either via post or email regarding services that we consider may be of interest to you.

Please note that we collect no personal information about you when you visit the website, unless you choose to provide that information to us by completing the enquiry form or contacting us by email. **We NEVER exchange, rent or sell your personal information.**

If you are simply visiting our website to browse the pages, we will gather and store certain information about your choices; thus we automatically collect and store only the following information about your visit:

- The internet domain and the IP address from which you access our website
- the type of browser and operating system used to access our site
- the date and time of the visit
- the pages visited
- if you came in from another website, the address of that website

We use this information to help us make our site more useful to visitors and to learn about the number of visitors to our site and the type of technology they use. We do not track or record information about individuals.

Cookies and how we use them

Overview of cookies

A cookie is a simple text file which stores data. (It is not a program: it doesn't do anything.) A website which uses cookies sends this text file to your computer the first time you visit. The cookie is then stored on your computer and holds data relating to your visit - typically the name of the website and unique user ID which anonymously relates to you. The cookies we use in this website cannot be used to identify you personally.

You can control cookies

You can accept or reject cookies. You can also receive a prompt before accepting a cookie. You do this through your browser such as Internet Explorer, Firefox or Safari. Find out more about controlling cookies by following the link in this page to <http://www.aboutcookies.org> or go to the help section of your browser. If you are considering blocking cookies please be aware that it may prevent or hinder you from using some websites and their services.

Why we use cookies

We use Google Analytics for our web statistics and this sets cookies.

By using web analytics, we can measure how many people are using our online services. This information can help us to improve our website further.

Google Analytics

Google Analytics sets cookies to help us accurately estimate the number of visitors to the website and volumes of usage. Cookies set:

Name: _utma

Persistent cookie used to store the number of visits by a user, the time of the first visit, the previous visit and the current visit

Contains: randomly generated number

Expires: one year

Name: _utmb

Persistent cookie used to check approximately how long you stay on the website: when a visit starts and approximately ends

Contains: randomly generated number

Expires: 30 minutes

Name: _utmc

Session cookie used to check approximately how long you stay on the website: when a visit starts and approximately ends

Contains: randomly generated number

Expires: when user exits browser

Name: _utmz

Persistent cookie used to store information on how the visitor reached the website (e.g. directly or via a link, search engine, keyword)

Contains: randomly generated number and information about where the user came from

Expires: seven months