

REGISTERED CHARITY NO. 1083455

# **Privacy Policy**

The Friends of Bridge End Gardens ("the Friends") operates the website <u>https://www.bridgeendgarden.org/</u>, which provides information on Bridge End Garden, Saffron Walden, Essex to potential visitors and supporters.

This page informs website visitors about our policies in relation to the collection, use and disclosure of personal information concerning anyone who decides to interact with the website <u>https://www.bridgeendgarden.org/</u>.

If you choose to interact with our website, then you agree to the collection and use of information in relation to this policy.

The Friends uses the information that you have given us to respond to your emails or queries sent to our website. This includes requests to:

- receive news updates
- apply for membership
- apply to be a volunteer
- make a donation or leave a legacy; or
- answer a query or comment you may have.

We will only forward your email, or any other personal information you supply, to the Friends Committee member(s) best placed to respond. If your email is better answered by a third party, we will provide you with the details of the appropriate agency to contact rather than simply forwarding your email.

We will not use or share your information with anyone except as described in this Privacy Policy.

## STORAGE

If you subscribe to our 'News' online or submit a contact form via the website, your message and email address is stored on the website. Your message may be forwarded to the appropriate Friends Committee member(s) and, if so, will be stored on their individual computers. All Committee members must comply with the Friends Data Protection Policy.

## LOG DATA

Whenever you visit our website, we collect information that your browser sends to us called "Log Data". This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser version, the pages of our website that you visit, the time and date of your visit, the time spent on those pages and other statistics.

## COOKIES

Cookies are files with small amounts of data that are commonly used as an anonymous unique identifier. These are sent to your browser from the website that you visit and are stored on your computer's hard drive.

Our website uses these cookies to collect information and to improve your web experience. You have the option to either accept or refuse these cookies and know when a cookie is being sent to your computer. If you choose to refuse our cookies, you may not be able to use some parts of our website.

To find out more about cookies, visit: <u>https://allaboutcookies.org/</u>.

#### SECURITY

We value your trust in providing us with your personal information, and we strive to use commercially acceptable means of protecting it. But remember that no method of transmission over the internet, or method of electronic storage is 100% secure and reliable, and we cannot guarantee its absolute security.

#### LINKS TO OTHER SITES

Our website may contain links to other sites. If you click on a third-party link, you will be directed to that site. Please note that these external sites are not operated by us. Therefore, we strongly advise you to review the Privacy Policy of these websites. We have no control over and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

#### **CHILDREN'S PRIVACY**

We do not knowingly collect personal identifiable information from children under the age of 12. If we discover that a child under the age of 12 has provided us with personal information, we will immediately delete this from our servers. If you are a parent or guardian and you are aware that your child has provided us with personal information, please contact us so that we will be able to take the necessary action.

## **CHANGES TO THIS PRIVACY POLICY**

We may update our Privacy Policy from time to time. Thus, we advise you to review this page periodically for any changes. We will notify you of any changes by posting the new Privacy Policy on this page. These changes are effective immediately, after they are posted on this page.

## CONTACT US

Under data protection law, you have rights including, under your "right of access", to ask us for copies of your personal information held by the Friends.

If you have any questions or suggestions about our Privacy Policy, do not hesitate to contact us.

Contact: friends@bridgeendgarden.org. February 2024. Review February 2025.