



NORTHAMPTON PRIMARY  
ACADEMY TRUST PARTNERSHIP

## GDPR Cookie Policy and Procedures

Date approved by the NPAT Board of Directors:	06 FEB 2020
Chair of Directors Signature:	<i>Adrian White</i>
Renewal Date:	06 FEB 2022

## Introduction

### Our website uses cookies

When you first visit our website, we will ask you to consent to our use of cookies in accordance with the terms of this policy. If you give consent, then cookies will be stored on your device.

To do this, you should click the "I Agree" button. You can manage your preferences by using the "Manage Cookies" button.

We use cookies to improve your experience on our website. If you agree to our use of cookies, use the "I Agree" button. To Manage your Cookie Preferences, click on "Manage Cookies".

I Agree

Manage Cookies

### About cookies

A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to your web browser and is stored by your web browser.

The next time (and subsequent times) that you visit the website, the PC checks to see if it has a cookie which relates to the website and, if the cookie is present, it is then sent back to the server. The server then recognizes the connection as one that has been made on an earlier occasion and can provide relevant information based on the content of the cookie. It is the website's way to ask you, automatically, 'have you been here before'; if you have, then the server will act accordingly.

### Types of Cookie

Cookies may be either "persistent" cookies or "session" cookies and all cookies have an expiry date and time feature.

a) persistent cookies will be stored by your web browser and will remain on your device (computer) until the cookie's expiry date, unless the cookie is deleted by you before the expiry date;

b) a session cookie, on the other hand, will be stored by your web browser and will expire at the end of your session, such as when you log out of the website or when the web browser is closed.

Cookies do not typically contain any information that personally identifies you, but other personal information that we store about you may be linked to the information stored in and obtained from cookies.

Does Northampton Primary Academy Trust perform such links?

No. We have no need to link information from cookies to other information that we might hold about you elsewhere in our school.

Do Third Parties perform such links?

Cookies can be used by third party web servers to identify and track you and other users as you/they navigate the different pages on a website and can then identify users returning to a website. This is an automated process.

## Cookies that we use

We use both session and persistent cookies on our website.

As noted above we use persistent cookies for general access to the website, when visiting standard pages.

We use session cookies for you if (and only if) you log into our website to gain access to more secure information that is not available to the general public. By log in, we mean that you will enter a username and password that is unique to you. These cookies are only valid during your logged in session and are automatically removed once you log out.

The names of the cookies that we use on our website, and the purposes for which they are used, are set out below:

Name of Cookie	Purpose	Expiry Time
<b>_ga</b>	An analytics cookie from Google used to distinguish between you and any other website visitor to our website	2 years
<b>_gid</b>	A different analytics cookie from Google used to distinguish between you and any other website visitor to our website	24 hours
<b>_gat</b>	An analytics cookie from Google used to restrict the number of cookie requests which would otherwise cause poor response time on the website.	1 minute
<b>A 32 character random string of data</b> <b>Example:</b> <b>a6f2658f91d37472</b> <b>bbdc68e917ff2e85</b>	A website authentication cookie set to recognise your device when you visit our website <b>and</b> if you log into the website with a username and password.	at the end of your login session
<b>cookiesDisclosureCount</b>	A website cookie that indicates the number of times the cookie notification has been displayed to you	6 minutes

## **Analytics Cookies**

Our analytics service provider is Google and they generate statistical and other information about website use by means of cookies.

Our analytics service provider's privacy policy is available at:

<http://www.google.com/policies/privacy>

## **Other Third Party Cookies**

### **Blocking cookies**

Most browsers allow you to refuse to accept cookies; for example:

- a) In Internet Explorer (version 11) you can block cookies using the cookie handling override settings available by clicking "Tools", "Internet Options", "Privacy" and then "Advanced";
- b) In Firefox (version 47) you can block all cookies by clicking "Tools", "Options", "Privacy", selecting "Use custom settings for history" from the drop-down menu, and unticking "Accept cookies from sites"; and
- c) In Chrome (version 52), you can block all cookies by accessing the "Customise and control" menu, and clicking "Settings", "Show advanced settings" and "Content settings", and then selecting "Block sites from setting any data" under the "Cookies" heading.

Blocking all cookies may have a negative impact upon the usability of our websites.

If you do block cookies, you may not be able to use all the features on our website satisfactorily. You will possibly find that certain pages fail to load or you may experience difficulties in logging in and staying logged in.

### **Device information**

As part of the Google Cookies interactions, we are able collect information about the device you're using to reach our website, including the type of device, operating system, browser in use and screen resolution. We use this information to help plan ahead for new and emerging technologies and so we can devise the best services for our customers based on evidential records of historical connections. For example, different types of information are available depending on whether you're using a Mac or a PC, or an iPhone or Android phone. To learn more about what information your device makes available to us, please also check the policies of your device manufacturer or software provider. This information never identifies you personally.

### **Deleting cookies**

You can delete cookies already stored on your computer; for example:

- a) In Internet Explorer (version 11), you must manually delete cookie files (you can find instructions for doing so at <http://windows.microsoft.com/en-gb/internet-explorer/delete-manage-cookies#ie=ie-11>);

(b) In Firefox (version 47), you can delete cookies by clicking "Tools", "Options" and "Privacy", then selecting "Use custom settings for history" from the drop-down menu, clicking "Show Cookies", and then clicking "Remove All Cookies"; and

(c) in Chrome (version 52), you can delete all cookies by accessing the "Customise and control" menu, and clicking "Settings", "Show advanced settings" and "Clear browsing data", and then selecting "Cookies and other site and plug-in data" before clicking "Clear browsing data".

Deleting cookies may have a negative impact on the usability of our websites.

### **Cookie preferences**

You can find out how to manage your preferences relating to the use of cookies by visiting this useful website : <http://www.aboutcookies.org.uk/managing-cookies>

### **Our details**

This website is owned and operated by: Northampton Primary Academy Trust.

Our address is: **Bushland Road, Northampton, NN3 2NS**

You can contact us:

by post, using the postal address given above;

using our website **contact form**;

by telephone, on **01604 407098** or

by email, using **info@npatschools.org**

### **Policy Date and Status**

This policy has been updated to take account of the GDPR.

Date: **3 May 2018**