## Website Privacy Policy (To be read in conjunction with the BPS Data Protection Policy)

### 23rd May 2018

Our new Website Privacy Policy is driven by the introduction of The Data Protection Act 2018 incorporating the EU General Data Protection Regulations (GDPR). This replaces our previous Privacy Policy which was last updated on 22nd December 2014.

Bromsgrove Photographic Society is committed to protecting your privacy. Please read this Privacy Policy to understand how we use and protect the information that you provide to us when using our website, contacting us or using the Society's facilities. Please refer to our main Data Protection Policy for details of the Society's use of membership and visitor's personal data. A copy can be found under Information/BPS Documents/GDPR.

Whenever you give us your contact information including your email address you consent to the collection, use and transfer of your information under the terms of our Privacy Policy.

We do not ask for any payment details to be entered on our website nor emailed to us. Any and all payment to Bromsgrove Photographic Society must be made to the Treasurer or Secretary by post or in person or an authorised bank transfer to the Society's account initiated by you.

### Information we collect from you and how we use it

When you visit our website to make an enquiry, you may be asked to provide certain information about yourself. This may include (but is not limited to) your name, address and contact details. This information is collected for purposes of relationship management and to enables us to communicate with you at that time and in the future.

We may from time to time use your details to communicate information that we feel you may find essential or useful by email, post or telephone.

Should you participate in a competition or promotional feature, complete a survey, or request a programme or any other information from us, we will also ask for certain information.

We collect statistical information as well as information about you from telephone messages, emails or letters you send to us.

This information is necessary to enable us to administer members' needs. We will also use and analyse the collected information to administer, support, improve and develop the Society.

In some instances, we will use personal data to provide entry to inter-club competitions. This is conditional upon the other clubs concerned abiding by the PAGB rules.

As part of our research, we may use your information to contact you for your views on aspects of our Society as well as to occasionally notify you about important changes to our website or programme.

Our means of communication may be by post, telephone or email via Google Groups.

Should you decide that you no longer wish to receive any further communications from Bromsgrove Photographic Society, please let us know by telephone, letter or email.

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

### How we secure customer information

Bromsgrove Photographic Society makes every effort to secure your information and maintain your confidentiality.

Any personal information you give us will be securely protected in accordance with the Society's Data Protection Policy.

### Contacting us by email

Whilst browsing the Bromsgrove Photographic Society website you can use the details that can be found under Information/BPS Documents/Committee Members Chart & Email addresses, to contact us by email. The mailboxes are not monitored daily.

### Viewing your information

You are entitled to see the information we hold about you. You may request that we make any necessary changes to ensure that it is accurate and kept up to date. If you wish to do this, please contact us by emailing the Secretary, details of which can be found at the bottom of this document. In normal circumstances, we will not make a charge but we are entitled by law to charge a fee of £10 to meet some of our costs in providing you with details of the information we hold about you.

If you are not happy with any aspect of how we collect and use your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk). We should be grateful if you would contact us first if you do have a complaint so that we can try to resolve it for you.

## **Website Specifics**

This section governs the manner in which Bromsgrove Photographic Society collects, uses, maintains and discloses information collected from members and visitors to the www.bromsgroveps.com website ("website").

### Web browser cookies

Our website uses "cookies". However they are categorised as Necessary in order to allow the website to function. Presently we do not use Google to collect statistics or facilitate adds. Visitors may choose to set their web browser to refuse cookies, or to alert them when cookies are being sent. If they do so, note that some parts of the website may not function properly.

### Cookies

**Cookie Policy** 

What's a cookie?

A "cookie" is a piece of information that is stored on your computer's hard drive and which records how you move your way around a website so that, when you revisit that website, it can present tailored options based on the information stored about your last visit. Cookies can also be used to analyse traffic and for advertising and marketing purposes.

Cookies are used by nearly all websites and do not usually harm your system.

If you want to check or change what types of cookies you accept, this can usually be altered within your browser settings. You can block cookies at any time by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our site.

How do we use cookies?

The only cookies we currently employ are categorised as Necessary for functionality.

On your computer you may choose to turn cookies off or to be alerted if they are in use. This could cause the site to function incorrectly.

Our website uses the following cookies:

### **Category: Necessary (6)**

Necessary cookies help make a website usable by enabling basic functions like page navigation and access to secure areas of the website. The website cannot function properly without these cookies.

PHPSESSID bromsgroveps.com HTTP Session
First found URL: http://www.bromsgroveps.com/
Cookie purpose description: Preserves user session state across page requests.
Initiator: Web server
Source: bromsgroveps.com
Data is sent to: Denmark (adequate)

**WordPress** wordpress\_test\_cookie **Functionality** (Required) This Cookie is created by WordPress which creates this cookie to determine and check the browsers ability to set cookies. Without this cookie users would not have the ability to use the Wordpress site functionality.

WordPress wordpress\_
Functionality (Required)
WordPress admin control cookie.
This cookie is required to use the WordPress Framework and will only be required by members with user accounts for the site. If you do not Opt In these functions will not operate correctly.

WordPress wordpress\_logged\_in Functionality (Required) WordPress admin control cookie. This cookie is required to use the WordPress Framework and will only be required by members with user accounts for the site. If you do not Opt In these functions will not operate correctly.

WordPress wp-settings-time
Functionality (Required)
WordPress admin control cookie.
This cookie is required to use the WordPress Framework and will only be required by members with user accounts for the site. If you do not Opt In these functions will not operate correctly.

### WordPress wp-settings

### Functionality (Required)

WordPress admin control cookie. This cookie is required to use the WordPress Framework and will only be required by members with user accounts for the site. If you do not Opt In these functions will not operate correctly.

### How we use collected information

Bromsgrove Photographic Society may collect and use Members personal information for the following purposes:

- *Research* We may use information in the aggregate to understand how our members as a group use the services and resources provided on our website.
- To send periodic emails We may use the email address to respond to enquiries, questions, and/or other requests.

### How we protect your information

Data collection is governed by our Data Protection Policy which can be found on our website under Information/BPS Documents. It covers storage and processing practices, security measures to protect against unauthorised access, alteration, disclosure or destruction of your personal information and data stored on our website.

### Sharing your personal information

We do not sell, trade, or rent personal identification information to others.

## Third party websites

Visitors may find advertising or other content on our website that links to the sites and services of third parties. We do not control the content or links that appear on these sites and are not responsible for the practices employed by websites linked to or from our Site. In addition, these sites or services, including their content and links, may be constantly changing. These sites and services may have their own privacy policies and customer service policies. Browsing and interaction on any other website, including websites which have a link to our website, is subject to that website's own terms and policies.

## **Changes to this Privacy Policy**

Bromsgrove Photographic Society has the discretion to update this privacy policy at any time. Changes will immediately supercede any previously posted information. When we update, we will revise the date at the top of this document. We encourage users to frequently check this page for any changes and to stay informed about how we are helping to protect the personal information we

collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

### Your acceptance of these terms

By using this website, you signify your acceptance of this policy. If you do not agree to this policy, please do not use our website. Your continued use of the website following the posting of changes to this policy will be deemed your acceptance of those changes.

### **Contacting us**

All comments, queries and requests relating to our use of your information are welcomed. If you have any questions about this Privacy Policy, the practices of this website, or your dealings with this website, please contact:

The Secretary, Bromsgrove Photographic Society Avoncroft Arts Centre, Redditch Road, Stoke Heath, Bromsgrove, B60 4JS Or email: secretary@bromsgroveps.com