# **Dorchester Camera Club**

# Website Privacy Policy and Cookies Policy

### 1 Scope

1.1 This document describes the Privacy Policy and Cookies Policy that govern the ways in which we collect, process and control the personal information of users of the Dorchester Camera Club website (our website). www.dorchestercameraclub.co.uk

### 2 Data Collection Processing and Control

- 2.1 Your contact details are collected if you use the website Contact Form to contact us.
- 2.2 The Contact Form is the only way in which we may collect personal data via our website.
- 2.3 Only your email address is required for us to respond to your enquiry. You may choose to provide a full name, first name or telephone number(s), but this is optional. The provision of a telephone number gives us your explicit consent to be contacted by telephone.
- 2.4 The details entered on the Contact Form are sent by email to the camera club committee's email address. A committee member will use the information provided via the Contact Form and any subsequent email exchange to help us respond to your query.
- 2.5 We will not forward your query elsewhere within or outside the club unless we obtain your prior consent for us to do this.
- 2.6 We will retain your contact details for as long as is required to respond effectively to your query. You may at any time request that we remove your contact details from our records (right of erasure). You may request this via the website Contact Form or directly using the club's email address.
- 2.7 We will not share your information with third parties for the purpose of marketing.

### 3 External links

- 3.1 Our website contains links to other websites of interest. If you follow a link to leave our website, you should be aware that we have no control over that other website.
- 3.2 Such sites are not governed by this privacy statement. We cannot therefore be held responsible for the protection and privacy of any information which you provide whilst visiting such sites.
- 3.3 You should exercise caution and ensure that you examine the privacy statement applicable to the website in question.

## 4 Cookies policy

#### 4.1 Introduction

4.1.1 Our website service providers use cookies. Insofar as those cookies are not strictly necessary for the provision of our website, we will ask you to consent to our use of cookies when you first visit our website.

### 4.2 Credit

4.2.1 This cookies policy was created using a template from SEQ Legal (<u>https://seqlegal.com</u>).

#### 4.3 About cookies

4.3.1 A cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

#### 4.4 Cookies used by our service providers

- 4.4.1 Our service providers use cookies and those cookies may be stored on your computer when you visit our website.
- 4.4.2 Clik.com Websites Ltd provides our website hosting. This service uses cookies for management of our website and analysis of user traffic. You can view the privacy policy of this service provider at <u>https://www.clikpic.com/index.cfm?section=privacy</u>.
- 4.4.3 We use Google Analytics to analyse the use of our website. Google Analytics gathers information about website use by means of cookies. The information gathered relating to our website is used to create reports about the use of our website. This information helps us improve the website by enabling us to monitor which pages you find useful and which you do not. Google's privacy policy is available at: <a href="https://www.google.com/policies/privacy/">https://www.google.com/policies/privacy/</a>.

#### 4.5 Managing cookies

- 4.5.1 Most browsers allow you to refuse to accept cookies and to delete cookies. The methods for doing so vary from browser to browser, and from version to version. You can however obtain up-to-date information about blocking and deleting cookies via these links:
  - (a) <u>https://support.google.com/chrome/answer/95647?hl=en</u> (Chrome);
  - (b) <u>https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences</u> (Firefox);
  - (c) <a href="http://www.opera.com/help/tutorials/security/cookies/">http://www.opera.com/help/tutorials/security/cookies/</a> (Opera);
  - (d) <u>https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies</u> (Internet Explorer);
  - (e) <u>https://support.apple.com/kb/PH21411</u> (Safari); and

- (f) <u>https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy</u> (Edge).
- 4.5.2 Blocking all cookies will have a negative impact upon the usability of many websites.

#### 4.6 Our details

- 4.6.1 This website is owned and operated by Dorchester Camera Club.
- 4.6.2 You can contact us using our website Contact Form.