



# Milnerton- Pre-Primary School

## Website Privacy Policy

### 1. General

- This privacy policy sets out how Milnerton Pre-Primary School (hereafter referred to as MPPS) uses and protects any information which you willingly give to MPPS when you use this website.
- This online privacy policy applies only to information collected through our website and not to information collected offline.
- MPPS is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website; you can be assured that it will only be used in accordance with this Website Privacy Policy Statement.
- MPPS may change this policy by updating this page. Please check this page from time to time to ensure that you are happy with any changes. This policy is effective from September 2021.
- By using our site, you consent to our privacy policy.

### 2. What we collect and do with your information

We collect your contact information when you visit our MPPS website.

- Name
- Email address
- Contact numbers
- Should you wish to communicate with us you need to grant MPPS permission

### 3. How we use cookies

- A cookies typically contains two bits of data; unique ID for each user and a site name. Cookies enables the website to retrieve this information when you revisit them. This is done to remember the user and their preferences.
- When requested by the website, a cookie will ask permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse website traffic and keeps a record of the number of times the website is visited.
- Cookies allow website applications to respond to you as an individual. The website application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.
- We use traffic log cookies to identify which pages are being used. This helps us analyse data about website page traffic and improve our website. We only use this information for statistical analysis purposes and then the data is removed from the system.
- Overall, cookies helps us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not.

- A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.
- You can choose to accept or decline cookies. Most website browsers automatically accept cookies, however, you can usually modify your browser setting to decline cookies if you prefer.

#### 4. **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links, when you leave our site, you should note that we do not have any control over any other websites. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such websites and such websites are not governed by our privacy policy statement.

#### 5. **Controlling your personal information**

- You may choose to restrict the collection or use of your personal information in the following ways:
  - Whenever you are asked to fill in a form on the website, look for the “Mailing List” box that you can click on to indicate that you do not want the information to be used by anybody for communication purposes.
  - If you have previously agreed to us using your personal information for communication purposes, you may change your mind at any time by changing your registration details on our registration page, or by emailing us at [office@milnertonpps.co.za](mailto:office@milnertonpps.co.za).
- We do not sell, trade, or otherwise transfer to outside parties your personal identifiable information, under any circumstances.
- We may release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others’ rights, property or safety.
- Non-personal identifiable visitor information may be used for statistical and or demographic purposes.

#### 6. **Service Providers**

- To facilitate our service
- To perform the service on our behalf
- To assist us in analysing the services we provide
- They may not use any of our or your personal information as it remains our and your property

#### 7. **Security**

- We value your trust in providing us your personal information thus we strive to use commercially acceptable means to protect it.
- It is important to note that no method of transmission over the internet and/or electronic storage is 100% secure and reliable and we cannot guarantee its absolute security.

#### 8. **Contacting Us**

If there are any questions regarding this privacy policy you may contact us using the information below:

Website: <https://www.milnertonpps.co.za>