# **Privacy Policy**

This Privacy Policy applies to the website of The Mead School and explains how we collect, use, communicate, disclose and otherwise make use of personal information. We do not collect personal information about you when you visit our site, unless you choose to provide such information to us. Providing such information is strictly voluntary. By using The Mead School website, you consent to the data practices listed in this statement.

#### Collection of Personal Information

The Mead School collects website visitor information in order to operate our website more efficiently and effectively, and to thereby deliver our services. The Mead School website does not collect personally identifiable information through its website, except where noted on forms for application, shopping cart items, and/or event sign up. This information is used only by The Mead School to assist with its programming and running of the school.

The school tracks the pages our guests visit within The Mead School website, in order to determine which Mead School services and information are the most popular and most requested.

#### **Use of Links**

Throughout our web pages, we provide links to other servers which may contain information of interest to our readers. We take no responsibility for, and exercise no control over, the organizations, views, or accuracy of the information contained on other servers. Creating a text link from your website to our site does not require permission.

#### **Use of Cookies**

The Mead School website utilizes "cookies" which are text files placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

The main purpose of cookies is to make your experience of using a chosen website quicker and easier. The purpose of a cookie is to tell the web server that you have returned to a specific page. You have the ability to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience any interactive features of The Mead School website.

### Log Files

Like most standard website servers we use website statistic packages such as Google Analytics to analyze trends in how our website is accessed and utilized. Information monitored includes internet protocol (IP) addresses, geographic location of visitors (country, city), browser type, internet service provider (ISP), referring/exit pages, platform type, date/time stamp, time spent on pages, and keywords used to find our site via search engines. This information is anonymous and cannot be directly linked to individual users. We may use it to identify high-use or low-use areas of the site, pinpoint problem areas of the site, analyze broad demographic trends in our visitors, and make decisions about how to make it easier for people to find and navigate our website.

## **Online Profile Updates and Donations**

If you complete the profile update form and share your personally identifying information, this information will be used only to provide you with more targeted content. We may use your contact information to send further information about our organization or to contact you when necessary. You may always opt-out of receiving future mailings; see the "Opt Out" section below.

### **Opt-Out or Change Your Contact Information**

Our site provides users the opportunity to opt-out of receiving communications from us through a special online form. You may choose to receive only specific communications or none at all. You may also update your contact information previously provided to us through another online form. You cannot remove yourself from our database, but you can prevent unwanted communication.

### **Security**

This website takes every precaution to protect our users' personal information. Whenever users submit personal information (such as contact info or credit card info) via online forms, registration, or online purchase, upon submission that information is encrypted via the highest level of SSL (Secured Sockets Layer) available. Servers that store personally identifiable information are in a secure environment. Under no circumstances are credit card numbers permanently stored on our website servers.

#### Modification

Any changes will become effective when the changes are posted on the website. By continuing to use the website following such changes, you are agreeing to accept the terms contained therein.

## **Changes to Privacy Statement**

The Mead School will occasionally update this Privacy Statement as our services expand, and you are therefore encouraged to periodically review this Privacy Statement to be informed of how The Mead School is collecting, using and protecting your information.

## **Contact Details Regarding Privacy Statement**

The Mead School will honor these principles in order to ensure that the confidentiality of personal information is consistently maintained. We may change this privacy policy as needed and at The Mead School's sole discretion.

If you have a concern about this privacy statement, please contact the school.

--Updated on October 5, 2018--