

# RHC70s.org Website Privacy Statement

(updated May 2018)

## **Personal information**

The information held for most alumni comprises of their first name, surname(s), start and finish years and subject of study. This information is used to verify whether a request to join the website is to be approved. The list is not 100% complete so you may be asked for some additional information to justify your access request - this additional information will not be retained.

No personal information supplied to the *RHC70s* website will be given to any other organisation without your explicit permission. The **one exception** to this will be where information is shared with the alumni team at Royal Holloway College to verify the alumni status of a user and enable changes to any details to be communicated to the college.

If you choose to register with the site, you will be asked for your name and a valid email address and to select a password. You will also be asked for details about the years you attended RHC and the subject you studied. There is a community section of the web site where you can choose to add more details and select the basis on which these details are shared. Access to this area of the site will be limited to registered users. These details will not be passed on to any commercial organisations.

We will **never** request any bank details or other commercial information from you. Other details you submit will be stored in a database for the express purpose of managing access to the site and for the operation of the site. Email addresses may be used for sending occasional emails drawing your attention to changes on the site or about reunions. None of the details submitted will be made available to others but it is not possible to guarantee that information is 100% secure. All reasonable steps are taken to make such data secure but the site is run by amateurs when it comes to protection from those determined to access the data. For this reason it is suggested you use a password specific to the site so that no sensitive information can be harvested by others. Please advise the site admin if you suspect any data is compromised.

If another alumni requests your contact details then we will forward the request to you and you may choose whether to respond or not - your email address will not be passed on without your permission. By requesting the details of another alumni you are providing consent for your details to be passed on to them.

The website will generate email notifications (depending on the settings in the Profile area of the site that you are able to adjust) and send them to the email address you have registered with the site if someone tries to contact you via the site.

## **Use of cookies**

The *RHC70s* site uses cookies to enable the site to operate and to improve the user experience. Up to the point of log-in one cookie will be loaded which will hold preferences (such as text size). If this is not acceptable to you then you should exit the web site and delete the cookie. Your browser must accept cookies in order to use the interactive aspects of the

site, such as adding pages and comments, but no permanent information is stored during this process.

Once you have registered and logged in then cookies are used to aid the operation of the site. Most of these expire at the end of the session.

### **Web site tracking**

Whenever you visit our web site, we use Google analytics to monitor use of the site and identify pages being viewed and not viewed. It also records other information, including your operating system, your web browser, and the web site from which you followed a link to *RHC70s* (if any). These do not hold personal information about you and are used to aid in the improvement of the web site. There are no plans to introduce any form of advertising on the site nor to use any details provided for any commercial activities.

This information is only gathered to establish general usage trends for the site, not to find out information about individual users.

### **Other sites**

This site may contain links to other sites which are outside our control and are not covered by this privacy policy. If you access these sites using the links provided, the operators of the sites may collect information from you which will be used by them in accordance with their privacy policy.