



| Policy Number | Review Date | Next Review Date |
|----------------------|--------------------|-------------------------|
| 22 | March 2021 | March 2022 |

Little Village

Terms of Use & Website Privacy Policy

Please note, this policy covers the website only.

Welcome to our website. If you continue to browse and use this website [our 'Site'] you are agreeing to comply with and be bound by the following terms and conditions of use.

The content of the pages of this website is for your general information and use only. It is subject to change without notice.

This website contains material which is owned by or licensed to us. This material includes, but is not limited to, the design, layout, look, appearance and graphics. Reproduction is prohibited other than in accordance with the copyright notice, which forms part of these terms and conditions.

Unauthorised use of this website may give rise to a claim for damages and be a criminal offence.

From time to time this website may also include links to other websites. These links are provided for your convenience to provide further information. They do not signify that we endorse the website. We have no responsibility for the content of the linked website(s).

Your use of this website and any dispute arising out of such use of the website is subject to the laws of England and Wales.

Information we may collect from you

We may collect and process the following data about you:

Information that you provide by filling in forms on our Site.

If you contact us, we may keep a record of that correspondence.

Details of your visits to our Site and the resources that you access.

IP addresses

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration. This is statistical data about our users' browsing actions and patterns, and does not identify any individual.

Cookies

For the same reason, we may obtain information about your general internet usage by using a cookie file which is stored on your browser or the hard drive of your computer. Cookies contain information that is transferred to your computer hard drive. They help us to improve our Site and to deliver a better and more personalised service.

If you register with us or if you continue to use our Site, you agree to our use of cookies.

On 26 May 2012, new rules about cookies on websites came into force. The Site uses Google Analytics, a web analytics service provided by Google, Inc. ('Google'). Google Analytics uses cookies to help us analyse how users use the Site. The information generated by the cookie about a user's use of the Site (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating the user's use of the Web Site, compiling reports on Site activity for web site operators and providing other services relating to web site activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate a user's IP address with any other data held by Google. Users may refuse the use of cookies (as above). By using the Site, the User consents to the processing of data about that user by Google in the manner and for the purposes set out above.

Where we store your personal data

Where we have given you (or where you have chosen) a password which enables you to access certain parts of our Site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our Site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Website Privacy Policy

This Website Privacy Policy informs you of our commitment to privacy and explains the ways that Little Village collects, uses and discloses your personal and non-personal information when you visit this Website. By visiting this site, you consent to the collection, use and disclosure of your personal information as described in this Website Privacy Policy.

Little Village reserves the right to modify the terms and conditions of this Website Privacy Policy at any time without notice, and such modifications shall be effective immediately upon posting of the modified Website Privacy Policy on this website. You agree to review this Website Privacy Policy periodically to be aware of such modifications and your continued use of the website following the posting of any modified terms shall be deemed your conclusive acceptance of the modified Website Privacy Policy. If you do not agree with any modifications posted by Little Village, your sole and exclusive remedy is to discontinue use of this website.

Collecting and Using Information

We will not collect personal information about you when you visit our website, unless you choose to directly provide such information when contacting us via email and by completing online forms. We do not disclose any personal information, however obtained through this website, without explicit permission from the person to whom it relates.

We will use this personal information to process your request and when applicable, respond to you. By contacting us in this manner, you consent to the collection and use of your personal information for the purpose of responding to your request.

We do store information collected from visitors for statistical monitoring purposes and to help respond to comments made about the site.

Protecting Information

We strive to protect all personal information we receive online with appropriate safeguards and security measures. However, the Internet is not a secure medium and neither the privacy of your communications, nor that of visitors to this website, can be ensured. Accordingly, by visiting this website, you acknowledge and agree that Little Village does not guarantee the security of any information you transmit to us, and that you do so at your own risk.

Providing Access and Maintaining Accuracy

We will provide access to the personal information we collect and retain about you and use all reasonable efforts to maintain the accuracy of your personal information.

This Website Privacy Policy does not cover any links to third party sites.

If you have any questions or concerns about this Website Privacy Policy or wish to know how to access any of your personal information held at Little Village and its website, please email us at hello@littlevillagehq.org

Signed:

Sophie Livingstone,
CEO, Little Village

Reviewers:

Clare Thorp, Head of Media and Communications

Jennie Lucas, Trustee

March 2021