# Bournemouth & Poole College

## Privacy Policy and Terms and Conditions
## General Terms

This website contains information about the services and courses offered through The Bournemouth and Poole College.

Every effort has been made to ensure the accuracy of the information contained on this website but The College cannot accept any responsibility for errors or omissions, or for any consequences arising from the use of information contained on the site.

The College reserves the right to introduce changes to the information given including the addition, withdrawal, relocation or restructuring of courses. We also reserve the right to update our terms and conditions and privacy policy without notice.

The College is not responsible for the content or actions of external Internet sites.

The College also cannot take any responsibility for any translations made by any translation tool used to convert the website's contents. Additionally we cannot guarantee complete accuracy in the translation of any content created in any language other than English .

If you provide your personal data to us, for example by submitting an enquiry or application form, we will process your information as set out in our privacy notice.

### Statistical Data Collection

We monitor and record extensively connections to and from college servers. We do this for security and in order to detect and prevent abuse as well as for statistical and performance measurement purposes. The monitoring data we collect includes browser type, domain names, traffic volumes, temporal data, IP information, and data posted from web-forms on our website.

By using this website you accept that anonymous data will be collected about how you use the website, for example what pages have visited and for how long. Also when you click a link that takes you away from the website it will tell us what site you visited. In all cases this data is totally anonymous and cannot be traced to you in any way. Data collected is only used to help us understand how the website is used so that we can for example improve how our website works. If you wish to stop this happening you can disable the use of cookies within your web browser settings (either for all websites or just this website). The data is collected by a third party provider (Google Analytics) and for that reason we cannot place any restrictions on how data is collected or how they collect or manage it. However the information is kept safe, secure and anonymous and is only available to The College and will only be viewed by The College and approved associates where required.

### Use of Cookies

We use "cookies" on some parts of our site to improve the quality of the service we offer, especially to enable users with visual impairment to alter the appearance of our site to meet their needs.

### What are Cookies?

Cookies are small electronic files which a website can transfer to a user's hard drive to identify a user and personalise their use of that website.  Our web server automatically collects standard information such as a user's IP address, browser type, operating system, access times, etc. We also use cookies to offer ways to customise your user experience should you wish such as accessibility tools like text size increasing and decreasing.

### Google Analytics Cookies

Bournemouth and Poole College uses Google Analytics software which places cookies on a user's device to provide us with aggregated usage data of the Bournemouth and Poole College website.

Google Analytics uses first-party cookies to track visitor interactions.  These cookies are used to store information, such as what time the current visit occurred, whether the visitor has been to the site before, and what site referred the visitor to the web

page. These cookies do not collect information that identifies a visitor. Browsers do not share first-party cookies across domains.

Analytical cookies allow us to count the number of visitors to our website, and to see how users move around the site when they are using it. This helps us to improve the quality of the delivery of our web materials. No personal information is collected or retained by means of the cookies used to generate this statistical information.

Information on the cookies used by the default configuration and use of Google Analytics is available [here](here).

How to Control How Others use Cookies on your Computer

The cookies for Google Analytics are created automatically unless the user's browser is set to refuse them. Users can set their browsers to accept or reject all, or certain, cookies. All recent versions of popular browsers give users a level of control over cookies. Further detail on how to control how webservers use cookies on your computer (including Google Analytics cookies) is available on the AboutCookies.org website, which contains a guide to deleting and controlling cookies.

hibu (UK) Limited have a pixel on our website which enables cookies to be dropped onto user's machines. These cookies may be used to target those users on third party websites within the Yell network. Please go to [www.youronlinechoices.com](www.youronlinechoices.com) if you wish to know more about behavioural targeting, and if you wish to opt-out of being targeted for any behavioural advertising by any member of the Internet Advertising Bureau, including hibu (UK) Limited.

Google Analytics Opt-out Browser Add-on

As a user you can prevent Google Analytics collecting traffic log data. To provide website visitors with more choice on how their data is collected Google Analytics has developed the Google Analytics Opt-out Browser Add-on. The add-on communicates with the Google Analytics JavaScript (ga.js) to indicate that information about the website visit should not be sent to Google Analytics.

If you want to opt out, download and install the add-on for your current web browser, it is available from [http://tools.google.com/dlpage/gaoptout](http://tools.google.com/dlpage/gaoptout) and enables a user to opt out. The Google Analytics Opt-out Browser Add-on is available for Internet Explorer, Google Chrome, Mozilla Firefox, Apple Safari and Opera.

More Information

For all enquiries please contact 01202 205205.