



COOKIES NOTICE ("NOTICE")

1. WHO DOES THIS NOTICE APPLY TO?

1.1 This Notice applies to you, as a user of our website.

1.2 In this Notice references to:

1.2.1 **we, us or our** means **Saint John of God Hospitaller Services** (company number **05324279** and charity number **1108428**) with its registered address at Suite 1-3, Yarn, Lingfield House, Lingfield Point, Darlington, Co Durham, DL1 1RW;

1.2.2 **personal information** is information that is about you and which identifies you; and

1.2.3 **processing** (and **processed** and **process**) includes collecting, recording, altering, retrieving, storing, using, disclosing or destroying.

2. WHAT ARE COOKIES?

2.1 Cookies are small text files stored on your computer device (browser or hard drive) when you visit a website (such as ours) and are often used to help websites run more effectively and/or to identify your device when you return to the website in question.

3. HOW DO WE USE COOKIES?

3.1 Our website uses cookies to distinguish you from other persons using our website. This helps us to provide you with a good user experience when you browse our website and also allows us to improve our website.

3.2 **By continuing to browse our website, you are agreeing to our use of cookies.**

4. WHAT TYPES OF COOKIES DO WE USE?

4.1 We use the following cookies:

- **Strictly necessary cookies.** These are cookies that are required for the operation of our website. They include, for example, cookies that enable you to log into secure areas of our website (e.g. our job application portal) or cookies which remember previous actions so enable you to navigate back to your previous webpage on our website.
- **Analytical/performance cookies.** They allow us to recognise and count the number of visitors, to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.

- **Performance cookies.** These cookies allow us to update our website to cater for user performances and improve performance. They collect information in an anonymous form about how visitors use our website – they do not record personal information/information that identifies you as an individual. The cookies collect information such as the number of visitors to our website, where visitors have come to our website from and the pages they visited. We use Google Analytics for these purposes.
- **Functionality cookies.** These are used to recognise you when you return to our website. This enables us to remember your preferences (for example, your choice of language or region).

5. WHAT ABOUT THIRD PARTY COOKIES?

- 5.1 Please note that third parties (including, for example, advertising networks and providers of external services like web traffic analysis services) may also use cookies, over which we have no control. These cookies are likely to be analytical/performance cookies or targeting cookies.
- 5.2 In addition, users can "like" or store as content on the likes of Facebook where we have included sharing buttons on our website. The privacy implications for this will vary from social network to social network and will be dependent on the privacy settings you have chosen on these networks.

6. HOW CAN YOU BLOCK COOKIES?

- 6.1 You can block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our website.

7. WHEN CAN WE AMEND THIS NOTICE?

- 7.1 We can amend this Notice at any time. The changes will come into effect once the updated Notice is published on our website.

8. WHERE CAN I FIND OUT MORE INFORMATION?

- 8.1 You can find more information about our use of cookies by contacting by email on: enquiries@sjog.org.uk or by phone on: 01325 373700.

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