

This notice will be subject to regular review and will be updated to reflect changes in the collection or use of personal information across the College website.

How we use your personal information

The Sixth Form College Farnborough is part of The Prospect Trust. This privacy notice explains what we do with your personal information gathered through the College website (www.farnborough.ac.uk), including how we collect, use and process your personal data. This covers both data you provide and data we gather automatically through your use of the site. It also covers the use of cookies on the website.

Your privacy is important to us and we are committed to protecting and safeguarding your data privacy rights.

What information is collected

We collect information through the website for two main purposes:

- To enable us to deliver services directly to you (such as ticket sales for performances and registration for College events). This will be through forms designed to gather personal information, and the specific reason(s) for collection will be made clear at that time.
- To enable us to see what pages are being looked at for website analysis and marketing, ultimately ensuring the website continues to meet your needs. This is generally through use of analytics tools allowing us to see which pages are viewed.

In order to collect this information, the site may make use of third-party services which are linked from, embedded within, or made available via the College website:

- **TicketSource**
Used for the sale and distribution of tickets for College events.
- **Google Forms**
Used for collection of information relating to events, collection of opinions and views, and expressions of interest.
- **EventBrite**
Used for collection of information relating to events and expressions of interest.

When collecting personal information through the website, we are likely to ask for details such as your name, contact details and where applicable and appropriate, other preferences related to the event. By supplying us with your information, you are consenting to us keeping it for a reasonable amount of time and using it for the purposes outlined at the time of collection.

Providing information using any of these methods, along with any future methods which may be made available on the website is optional and only required in order to engage with that specific service, event or programme.

Analytics and other embedded services may collect data which is facilitated by the use of cookies on your device. As with the above, you have the right to opt out of this data collection. To learn more about what data is collected and by what services, please refer to the cookies section below.

What we do with information after collection

Any personal information we gather will only be used in accordance with the Data Protection Act 1998 and General Data Protection Regulations, this notice, and for the purpose stated at the time we gather it. We never sell or lease your personal information to third parties without your permission. We may use data to analyse demographic and other statistical information about the popularity and effectiveness of our website but this information will never be made available outside of the Trust.

In all cases, your information will only ever be used for the specific reasons for which it was gathered and any consent preferences you provide will be respected.

Data collected through Google Analytics at a user or event level (i.e. is associated with cookies or user identifiers) is retained for a maximum of 26 months, after which time it is deleted.

Cookies

When you visit our website, we may use cookies. Cookies are small pieces of information stored on your computer and are used for remembering preferences, enabling behaviour across web pages and improving the experience of the site.

There are two types of cookies and this website may use either type as detailed in the following section.

- **Session-based cookies**

These are cookies which are temporary and only exist for the length of time you use the website within one browsing session and they are removed when the browser is closed.

- **Persistent cookies**

These cookies are stored on your device and expire at the end of their lifetime. They may be used to store information across browsing sessions to help provide a consistent experience across visits or to allow us statistical data.

What cookies are used?

The following cookies can be set by the website:

Name	Lifetime	Origin	Description
ASP.NET_SessionId	Session	The Sixth Form College Farnborough	Stores a session identifier to ensure any server-side session state is preserved from one page to another.

__utma	2 years	Google Analytics	Used to differentiate users' activities and sessions from one another.
__utmb	30 minutes	Google Analytics	Used to determine new sessions/visits.
__utmc	Session	Google Analytics	Used to determine if the user is in a new session/visit. Used for backwards-compatibility only.
__utmt	10 minutes	Google Analytics	Used to throttle request rate.
__utmz	6 months	Google Analytics	Stores method by which the user reached the site.
_ga	2 years	Google Analytics	Used to distinguish users.

In addition, third party embedded widgets used on some pages may also set additional cookies. The site currently makes use of the following services:

- Twitter timeline widgets for displaying the College Twitter feed.
- Embedded YouTube videos for displaying video content.
- Google Maps for displaying the College's location.
- Google Docs for displaying documents and information about courses.

If you would like more information, these organisations also make their privacy policies available:

- [Google Privacy Policy](#)
- [Twitter Privacy Policy](#)
- [YouTube Privacy Policy](#)

Opting out of cookies

It is possible to opt out of cookies using the settings in your web browser, although you should be aware that in some cases this may affect the behaviour and functionality of the website or of third-party widgets embedded within the site. To find out more, visit allaboutcookies.org.

Google also provide [Google Analytics opt-out](#), a browser add-on for opting out of Google Analytics tracking altogether across all web browsing.

Links to other websites

Our website contains links to other websites. We don't have any control over the content or operation of websites we link to, so we can't be held responsible for the protection and privacy of any information you provide on those websites, and the websites we link to aren't governed by this privacy statement. Before submitting any personal information to any website we have linked to, you should look at their privacy statements to make sure you are happy with how they will handle your data.