**COOKIES POLICY**

- **About Cookies**

A Cookie is a file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

Cookies may be either "persistent" Cookies or "session" Cookies: a persistent Cookie will be stored by a web browser and will remain valid until its set expiry date, unless deleted by the user before the expiry date; a session Cookie, on the other hand, will expire at the end of the user session, when the web browser is closed.

Cookies do not typically contain any information that personally identifies a user, but personal data that we store about you may be linked to the information stored in and obtained from Cookies.

- **Cookies on our Website**

Our Website uses Cookies to distinguish you from other users of our Website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. By continuing to browse the site, you are agreeing to our use of Cookies.

A Cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies, contain information that is transferred to your computer's hard drive.

- **We use cookies for the following purposes:**
  a) authentication and status - we use cookies to identify you when you visit our website and as you navigate our website, and to help us determine if you are logged into our website;
  b) personalisation - we use cookies to store information about your preferences and to personalise our website for you;
  c) security - we use cookies as an element of the security measures used to protect user accounts, including preventing fraudulent use of login credentials, and to protect our website and services generally;
  d) analysis - we use cookies to help us to analyse the use and performance of our website and services (these include Google Analytics cookies; Google Analytics gathers information about the use of our website by means of cookies and the information gathered is used to create reports about the use of our website; you can find out more about Google's use of information by visiting: https://www.google.com/policies/privacy/partners/ & you can review Google, Inc's privacy policy at: https://policies.google.com/privacy); and
  e) cookie consent - we use cookies to store your preferences in relation to the use of cookies more generally.

- **We use the following Cookies:**

### a) Strictly Necessary Cookies

These Cookies are necessary for the website to function and cannot be switched off in our systems. They are usually only set in response to actions made by you which amount to a request for services, such as setting your privacy preferences, logging in or filling in forms. You can set your browser to block or alert you about these Cookies, but some parts of the site will not then work. These Cookies do not store any personally identifiable information.

### b) Analytical/Performance Cookies

They allow us to recognise and count the number of visitors and 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. The analytical Cookies used on our site are non-intrusive and collect only anonymous information.

### c) Targeting Cookies

These Cookies allow us to use geo-location technology to ensure you are shown content relevant to the country in which you are based. They do not store directly personal information, but are based on uniquely identifying your browser and internet device.

Please note that third parties (including, for example, 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.

### • Managing Cookies

Most browsers allow you to refuse to accept cookies and to delete cookies. The methods for doing so vary from browser to browser, and from version to version. You can however obtain up-to-date information about blocking and deleting cookies via these links:

a) https://support.google.com/chrome/answer/95647 (Chrome);
b) https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences (Firefox);
c) https://help.opera.com/en/latest/security-and-privacy/ (Opera);
d) https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies (Internet Explorer);
e) https://support.apple.com/en-gb/guide/safari/manage-cookies-and-website-data-sfri11471/mac (Safari); and
f) https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy (Edge).

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 features or parts of our site.

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