

## **Cookie Policy**

**Classification: Governance**

**Status: Approved**

<b>Policy Lead:</b>	Director of Business Support
<b>Date Approved:</b>	May 2023
<b>Last Review Date:</b>	May 2023
<b>Review Due Date:</b>	May 2026
<b>Review Period:</b>	3 years unless required earlier due to changes in the law, regulation, best practice or requirement of the Association

## REFERENCE PAGE

<b>Document Title:</b>	Cookie Policy
<b>Aim:</b>	To notify users of Eildon website of 'Cookies' that are used on the site.
<b>Objective:</b>	1 The Eildon Group will ensure that the highest standards of governance and partnership working are adhered to, including compliance with our regulatory frameworks
<b>Scope of Policy:</b>	All stakeholders
<b>Nominated Officer:</b>	Data Protection and Information Officer
<b>Approval Source:</b>	Executive Team
<b>Legal &amp; Regulatory References:</b>	Data Protection Act 2018 UK General Data Protection Regulation
<b>Procedural References:</b>	N/A
<b>Consultation Completed:</b>	N/A
<b>Risk Implications:</b>	3- New policy
<b>Equalities Assessment:</b>	All Eildon policies and key documents are developed with the clear objective of ensuring that they do not discriminate against any person and have negative impacts for equality groups. We will always welcome comments on the impact of a policy on particular groups of people in respect of, but not limited to, age, disability, gender reassignment, race, religion, sex or sexual orientation, being pregnant or on maternity leave and children's rights and wellbeing.
<b>Accessibility:</b>	Accessible electronically/online and in print. All documents can be translated and made available in audio, braille and large print versions upon request.

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## INTRODUCTION

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. This policy will explain to you the cookies that are used on our website, [www.eildon.org.uk](http://www.eildon.org.uk).

We reserve the right to update this policy at any time, for any reason.

## COOKIES WE USE AND WHY

We use two types of cookies on our website:

- Session cookies – these are deleted after each visit
- Persistent cookies – these remain in place after you visit

We use the following cookies on our website:

Cookie	Host	Type	Category	Purpose	Duration
<b>PHPSESSID</b>	<a href="http://www.eildon.org.uk">www.eildon.org.uk</a> ; <a href="http://www.applicant.website">www.applicant.website</a> (HR recruitment plug in)	Session	Strictly necessary	Session cookie that is used to identify a user's session on a website	0 days
<b>OptanonConsent</b>	www.eildon.org.uk	Persistent	Strictly necessary	Stores information about the categories of cookies the site uses and whether visitors have given or withdrawn consent for the use of each category. It contains no information that can identify the site visitor.	365 days
<b>_ga</b>	eildon.org.uk	Persistent	Performance	Used to distinguish unique users by assigning a randomly generated number as a client identifier. Included in each page request in a site and used to calculate visitor, session and campaign data for the sites analytics reports.	729 days
<b>YSC</b>	youtube.com	Session	Target	Registers a unique ID to keep statistics of which videos from YouTube the user has seen.	0 days

<b>_gid</b>	eildon.org.uk	Persistent	Performance	Store and update a unique value for each page visited	0 days
<b>CONSENT</b>	youtube.com	Persistent	Target	Information about how the end user uses the website and any advertising that the end user may have seen before visiting said website.	729 days
<b>VISITOR_INFO1_LIVE</b>	youtube.com	Persistent	Target	Keeps track of user preferences for YouTube videos embedded in sites	179 days
<b>_gat</b>	eildon.org.uk	Persistent	Performance	Google Analytics cookie used to throttle the number of requests received by users	10 minutes
<b>OptanonAlertBoxClosed</b>	www.eildon.org.uk	Persistent	Strictly Necessary	Set after visitors have seen a cookie notice and in some cases only when cookie notice is actively closed down. Enables website not to show the message more than once a year.	365 days
<b>DEVICE_INFO</b>	youtube.com	Persistent	Target	Collects user data through videos embedded in websites, which is aggregated with profile data from other Google services in order to display targeted advertising to web visitors across a broad range of their own and other websites.	179 days

## HOW DO YOU CHANGE YOUR COOKIE SETTINGS?

If you do not want to receive cookies from this website, select cookie settings under the privacy settings in your browser options:

- [Cookie settings in Internet Explorer](#)
- [Cookie settings in Firefox](#)
- [Cookie settings in Google Chrome](#)
- [Cookie settings in Safari](#)

Under your browser settings you can also delete individual cookies or any cookies that your browser has stored.

If you set your browser to refuse cookies, please be aware that there may be functionality on this and other websites that may not work.

Find out more about how to manage cookies at [www.aboutcookies.org](http://www.aboutcookies.org). You can also [opt out of Google Analytics](#).

## LINKS TO OTHER WEBSITES

This notice only covers Eildon's website [www.eildon.org.uk](http://www.eildon.org.uk). Any other websites which may be linked to by our website are subject to their own notice, which may differ from ours.

## CONTACT US

Our Data Protection and Information Officer (DPIO) ensures we comply with Data Protection legislations. If you have questions about this notice or how we hold or use your personal information, please contact the DPIO by email at [InfoRequests@Eildon.org.uk](mailto:InfoRequests@Eildon.org.uk) or by writing to:

Data Protection and Information Officer  
The Weaving Shed  
Ettrick Mill  
Dunsdale Road  
Selkirk  
TD7 5EB

If you would like to receive this notice in an alternative method please let us know.