

## Cookies Policy

When you visit our website we use “cookie” technology to try to make that experience easy, personalised and meaningful.

Cookies are small pieces of information which are issued to your computer or any similar device you use to access the internet e.g. smart phone, tablet or other mobile device when you visit a website and which store and sometimes track information about your use of the website. A number of cookies use by our website last only for the duration of your web session and it will expire when you close your browser.

### **We use cookies to:**

- Collect statistical information about how our visitors use the website(s) so that we can improve the website(s) and learn which parts are most popular to visitors; and
- Store username & password for web session ("Remember me" functionality)

Some of the cookies used by our websites are set by us, and some are set by third parties who are delivering services on our behalf.

Most web browsers automatically accept cookies but, if you prefer, you can change your browser to prevent that or to notify you each time a cookie is set. You can also learn more about cookies by visiting [www.allaboutcookies.org](http://www.allaboutcookies.org) which includes additional useful information on cookies and how to block cookies using different types of browser. Please note however, that by blocking or deleting cookies used on our website you may not be able to take full advantage of the website(s) if you do so.

### **a) *Our cookies***

We have described the main cookies we use and what we use these for below:

<b>Cookie Name</b>	<b>Purpose</b>	<b>More Information</b>
__utma __utmb __utmc __utmz __qca	Google Analytics tracking. These cookies are used to collect information about how visitors use our site. We use the information to compile reports and to help us improve the site. The cookies collect information in an anonymous form, including the number of visitors to the site, where visitors have come to the site from and the pages they visited.	<a href="http://www.google.co.uk/intl/en/analytics/privacyoverview.html">http://www.google.co.uk/intl/en/analytics/privacyoverview.html</a>
PHPSESSID	cookie to store current user session id in the cookie. It will expire once browser is closed.	
acopendivids	Get list of div ids that should be expanded due to persistence ('div1,div2,etc')	
acgroupswithpersist	Get list of group names that have 1 or more divs with "persist" attribute defined	

**b) *Third party cookies***

Certain cookies are either set by third parties on the Website or these are set by us using the third parties cookie code. More information about cookies placed by third parties and how to restrict or block their cookies can be accessed by following the link to their website.

<b>Cookie Name</b>	<b>Purpose</b>	<b>More Information</b>

In addition to cookies, tracking gifs may be set by us or third parties in respect of your use of the Site. Tracking gifs are small image files within the content of our site or the body of our newsletters so we or third parties can understand which parts of the website are visited or whether particular content is of interest.

**Third Party Websites**

Please be aware that we do not control and is not responsible for websites that are referred to or linked from its own websites and that use of your personal information on these websites is not subject to this Privacy Policy.