

# INTERNET PRIVACY AND COOKIES POLICY

At Footsteps Care we are committed to safeguarding and preserving the privacy of our visitors. This Privacy Policy document (the "Policy") has been provided by the legal resource DIY Legals and reviewed and approved by their solicitors. This Policy explains what happens to any personal data that you provide to us, or that we collect from you whilst you visit our site and how we use cookies on this website. We do update this Policy from time to time so please do review this Policy regularly.

## INFORMATION THAT WE COLLECT

In running and maintaining our website we may collect and process the following data about you:

- Information about your use of our site including details of your visits such as pages viewed and the resources that you access. Such information includes traffic data, location data and other communication data.
- Information provided voluntarily by you. For example, when you register for information.
- Information that you provide when you communicate with us by any means.
- 

## USE OF COOKIES

Cookies provide information regarding the computer used by a visitor. We may use cookies where appropriate to gather information about your computer in order to assist us in improving our website.

We may gather information about your general internet use by using the cookie. Where used, these cookies are downloaded to your computer and stored on the computer's hard drive. Such information will not identify you personally; it is statistical data which does not identify any personal details whatsoever.

You can adjust the settings on your computer to decline any cookies if you wish. This can be done within the "settings" section of your computer. For more information, please read the advice at [AboutCookies.org](http://AboutCookies.org).

## USE OF YOUR INFORMATION

We use the information that we collect from you to provide our services to you. In addition to this we may use the information for one or more of the following purposes:

- To provide information to you that you request from us relating to our documents.
- To provide information to you relating to your request for information.
- To inform you of any changes to our website and services.

We never give your details to third parties to use your data to enable them to provide you with information regarding unrelated goods or services.

## STORING YOUR PERSONAL DATA

We do our utmost to ensure that all reasonable steps are taken to make sure that your data is stored securely.

Unfortunately, the sending of information via the internet is not totally secure and on occasion such information can be intercepted. We cannot guarantee the security of data that you choose to send us electronically, sending such information is entirely at your own risk.

## DISCLOSING YOUR INFORMATION

We will not disclose your personal information to any other party other than in accordance with this Privacy Policy and in the circumstances detailed below:

- In the event that we sell any or all of our business to the buyer.
- Where we are legally required by law to disclose your personal information.
- To further fraud protection and reduce the risk of fraud.

## THIRD PARTY LINKS

On occasion we include links to third parties on this website. Where we provide a link, it does not mean that we endorse or approve that site's policy towards visitor privacy. You should review their privacy policy before sending them any personal data.

## ACCESS TO INFORMATION

In accordance with the Data Protection Act 1998 you have the right to access any information that we hold relating to you. Please note that we reserve the right to charge a fee of £10 to cover costs incurred by us in providing you with the information.

## CONTACTING US

Please do not hesitate to contact us regarding any matter relating to this Privacy and Cookies Policy via email at: [jo.wright@footstepscare.net](mailto:jo.wright@footstepscare.net)