

Privacy Policy

Note: Any present-tense statements in the following document declare the current position and reflect the intended future position. Thus, 'OULS does this...' means 'OULS currently does, and intends to continue to, do this ...'

Aims

Our general aims are to respect privacy and ensure that any personal details are handled in a compliant and dutiful manner. OULS adheres to the Data Protection Act 1998 and voluntarily follows the Direct Marketing Authority Code of Practice. IdentityThe OULS is neither a limited company nor a registered charity, but a private not-for-profit society.

Forms

We intend to make use of forms on our website, for example to register or join OULS. These use a 'forms module' which has a number of built-in technical features to help prevent interception, ensure data is held securely and is accessibly only by delegated OULS committee members.

Cookies

We do not make use of cookies to collect any private or personally identifiable information.

Accessibility features of this site (such as the text resizer) uses cookies where available to ensure a visitor does not need to keep reselecting the appropriate text size.

The technical platform of this website (CMS) does use cookies solely to aid the proper technical functioning of the website. The cookies used by the CMS contain random strings of characters alongside minimal information about the state and session of the website – which in no way collects or discloses any personal information about you as a visitor - that is purely kept in session information.

If you chose to, for any secure pages of this website, you can elect to save login information in a cookie to facilitate faster login to a private area of this site. A notification is given before any such cookie is dropped, and the process is ultimately within your control. Even where this is used, the cookie still contains minimal authentication information, and does not contain any private or personal data. Advanced areas of this site may use cookies to store your presentation preferences in a purely technical fashion with no individually identifiable information. Note also our statement on analytics software below – as analytics software also uses cookies to function.

Data Retention Policy

Our CMS platform operates with a clear data-retention policy in order to comply with the Privacy Enhancing Technology guidance from the

Information Commissioner. This means that data has predefined time limits for storage and is only retained by the system for as long as it is considered useful.

Server Statistics

Like all website operators, we have access to server statistics which provide aggregate statistics on bandwidth and server load. This load data is used to manage bandwidth effectively. It is important for us to collect and monitor this information because we are allocated a server bandwidth allowance and are liable for increases beyond our allowance.

The server statistics are not designed to collect any individually identifiable information and the reports we receive are generally numerical and in graph format.

Alongside the server statistics, our Content Management System collects information on: popular search terms used on the website, which we have access to in order to arrange our pages better; visitor path information, which we have access to for future design considerations; and download popularity (numerical by month), which we use to organise the file libraries better.

Analytics

Like most website operators, we make use of analytics software in order to help us understand the trends in popularity of our website and of different sections. We make no use of personally identifiable information in any of the statistical reports we use from this package.

We use an analytics package called Google Analytics who provide details of their policy at

<http://www.google.com/privacypolicy.html>

We are using the system under their terms as published at

https://www.google.com/intl/en_uk/analytics/tos_content.html

Changes

The OULS committee will update this policy routinely as the society develops, but changes will not be retrospective.

Questions

If you have any questions at all please contact us via 08445 89 08 89 or using the contact points linked from all pages of this site.