

## **Privacy Policy**

### **Collection of Personal Information**

We only collect personal information when voluntarily provided by users, such as through emails, surveys, or online forms. Any personal information shared with us is used solely for the specified purpose at the time of collection and is not shared with non-affiliated third parties unless explicitly stated during the information collection process.

### **Consent for Use of Information**

When consent is necessary for using or disclosing personal information, we will seek permission from the appropriate party. For student-related information, consent will be obtained from the student and/or parent, in line with our policies, and considering the student's maturity and understanding of the implications of the information's use and disclosure.

### **Cookies**

Cookies are small text files stored in your browser to help retain preferences, such as calendar settings and bookmarks, or to maintain login status when visiting protected areas of the site. Cookies on our site are not linked to any personally identifiable information. Browsers offer settings to accept, reject, or delete cookies, but note that certain site functionalities may be limited if cookies are disabled.

### **Log Files**

As with many standard websites, we use web statistics tools, like Google Analytics, to analyze trends in site usage. Collected data includes IP addresses, visitor locations (country, city), browser types, ISPs, referring and exit pages, platform type, timestamps, time spent on each page, and keywords used in search engines to locate our site. This information is anonymous and is used to improve website design and functionality, as well as to enhance user experience.

### **External Links**

Our website may contain links to other websites. We are not responsible for the privacy practices of external sites and recommend reviewing their privacy policies when visiting. This privacy policy only applies to data collected by our website.

### **Security Measures**

We prioritize the security of personal information. Data provided by users, such as contact or payment details, is protected with advanced SSL encryption upon submission. All servers storing personally identifiable information are kept in secure environments, and credit card information is never stored on our website servers.

### **Non-Secured Communications**

Content posted in public sections, such as forums, discussion boards, blogs, or Alumni Class Notes, may be viewable by others and, when outside password-protected areas, by the general public. The school is not responsible for any third-party use of information posted in these spaces. We advise caution when sharing personal information in these areas.

### **Children's Privacy**

Our website does not intentionally collect information from anyone under 13. If you are under 18, please only provide information with the involvement and consent of a parent or guardian.

### **Access and Updates to Information**

We strive to maintain accurate personal information. Users may request updates, corrections, or deletions of their information by contacting the school administration. Upon receiving such a request, we will make reasonable efforts to comply promptly.

### **Contact Us**

For any questions or suggestions regarding this privacy policy, please reach out to the school administration.