

COOKIE POLICY

WHAT ARE COOKIES?

A 'cookie' is a small text file that is delivered by our website server onto your computer whilst you visit our website, which can be used at a later time by the website to identify particular devices and thereby remember your website preferences and log in details.

Most cookies won't collect information that identifies you, and will instead collect more general information such as how users arrive at and use our websites, or a user's general location.

HOW WE COLLECT COOKIES

We collect your data automatically via cookies when you visit our website, in line with cookie settings in your browser and your customised cookie settings. We will also collect data from you when you contact us via the website.

We also use cookies to track your activity to help ensure you get the smoothest possible experience when visiting our website.

We may collect information about your computer, including where available your IP address, operating system and browser type, for system administration. This is statistical data about our users' browsing actions and patterns which does not identify any individual.

THESE ARE THE COOKIES WE COLLECT

Essential Cookies

These are essential for enabling user movement around our website and providing access to features such as your profile and purchases (***this can be amended based on the clients' needs***), member only resources, and other secure areas of the website. These cookies do not gather information about you that could be used for marketing purposes and do not remember when you have been on the internet. This category of cookies cannot be disabled.

Analytics Cookies

We use Google Analytics cookies to collect information about how visitors use our website. These cookies collect information in the aggregate to give us insight on how our website is being used.

Third Party Cookies

You may notice on some pages of our websites that cookies have been set that are not related to Caraline. When you visit a page with content embedded from, Virgin Money Giving, Twitter and Facebook, these third-party service providers may set their own cookies on your device. Caraline does not control the use of these third-party cookies and cannot access them due to the way that cookies work, as cookies can only be accessed by the party who originally set them. Please check the third-party websites for more information about these cookies.

CAN A USER BLOCK COOKIES?

The first time you accessed our website you should have seen a banner which explained that by continuing to access our site, you are consenting to our use of cookies. However, if you do wish to disable our cookies then please see the banner instructions.

HOW TO ENABLE AND DISABLE COOKIES USING YOUR BROWSER

Google Chrome

- Click the wrench icon on the browser toolbar
- Select Settings
- Click 'Show advanced settings'
- In the "Privacy" section, click the 'Content settings' button
- To enable cookies in the "Cookies" section, pick 'Allow local data to be set', this will enable both first-party and third-party cookies. To allow only first-party cookies pick 'Block all third-party cookies without exception'
- To disable cookies, in the "Cookies" section, pick 'Block sites from setting any data'
- Note there are various levels of cookie enablement and disablement in Chrome. For more information on other cookie settings offered in Chrome, refer to the following page from Google: <http://support.google.com/chrome/bin/answer.py?hl=en&answer=95647>

Microsoft Internet Explorer 6.0, 7.0, 8.0

- Click on 'Tools' at the top of your browser window and select 'Internet Options'
- In the options window navigate to the 'Privacy' tab
- To enable cookies: Set the slider to 'Medium' or below
- To disable cookies: Move the slider to the top to block all cookies
- Note there are various levels of cookie enablement and disablement in Explorer. For more information on other cookie settings offered in Internet Explorer, refer to the

following page from Microsoft: <http://windows.Microsoft.com/en-GB/windows-vista/Block-or-allow-cookies>

Mozilla Firefox

- Click on 'Tools' at the browser menu and select 'Options'
- Select the Privacy panel
- To enable cookies: Check 'Accept cookies for sites'
- To disable cookies: Uncheck 'Accept cookies for sites'
- Note there are various levels of cookie enablement and disablement in Firefox. For more information, refer to the following page from Mozilla: [http://support.mozilla.org/en-US/kb/Enabling and disabling cookies](http://support.mozilla.org/en-US/kb/Enabling_and_disabling_cookies)

Opera

- Click on 'Setting' at the browser menu and select 'Settings'
- Select 'Quick Preferences'
- To enable cookies: check "Enable Cookies"
- To disable cookies: uncheck "Enable Cookies"
- Note there are various levels of cookie enablement and disablement in Opera. For more information on other cookie settings offered in Opera, refer to the following page from Opera Software: www.opera.com/browser/tutorials/security/privacy/.

Safari on OSX

- Click on 'Safari' at the menu bar and select the 'Preferences' option
- Click on 'Security'
- To enable cookies: In the 'Accept cookies' section select 'Only from site you navigate to'
- To disable cookies: In the 'Accept cookies' section select 'Never'
- Note there are various levels of cookie enablement and disablement in Safari. For more information on other cookie settings offered in Safari, refer to the following page from Apple:
<http://docs.info.apple.com/article.html?path=Safari/3.0/en/9277.html>
- All other browsers
- Please look for a "help" function in the browser or contact the browser provider.

More detail on how businesses use cookies is available at www.allaboutcookies.org.

Changes to our Cookie Statement

Any changes we may make to our Cookie Statement in the future will be posted on this page.