

Quest for Learning Website Privacy Notice

Document control:

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Owner	Data Protection Lead
Approved by	Chief Executive
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Purpose

This Privacy Notice explains how Quest for Learning collects and uses personal information when you visit our website.

It applies only to information collected through our website and should be read alongside:

- **Quest for Learning Master Privacy Notice**
- **Quest for Learning Cookie Policy**

Those documents provide additional information about how we manage personal information across the Charity and how cookies are used on our website.

Who this notice applies to

This notice applies to anyone who:

- visits the Quest for Learning website;
- submits an enquiry using our website;
- contacts us through website forms;
- subscribes to receive information through the website;
- interacts with website features or embedded content.

Information we collect

Depending on how you use our website, we may collect different types of information.

Information you provide

If you complete a contact form or otherwise contact us through the website, we may collect:

- your name;
- organisation (where applicable);
- email address;
- telephone number;
- the content of your enquiry;
- any additional information you choose to provide.

We only ask for information that is necessary to respond to your enquiry or provide the service you have requested.

Information collected automatically

When you visit our website, certain technical information may be collected automatically, including:

- your IP address;
- browser type and version;
- device type;
- operating system;
- pages visited;
- date and time of your visit;
- referring website;
- general geographic location derived from your IP address.

This information helps us understand how our website is used, improve performance and maintain security.

Where possible, we use aggregated or anonymised information that does not identify individual visitors.

How we use website information

We use information collected through the website to:

- respond to enquiries;
- provide information you have requested;
- improve the content and usability of the website;
- monitor website performance;
- identify technical issues;
- maintain website security;
- understand how visitors use the website;
- administer the website effectively.

We do not use website information to make automated decisions about individuals.

Cookies

Our website uses cookies and similar technologies to improve the experience of visitors and to understand how the website is used.

Cookies help us to:

- remember your cookie preferences;
- understand website traffic;
- analyse visitor behaviour;
- improve website performance.

Further information about the cookies we use is available in the **Quest for Learning Cookie Policy**.

Google Analytics

Quest for Learning uses **Google Analytics** to understand how visitors use our website.

Google Analytics helps us understand information such as:

- the number of visitors;
- which pages are viewed;
- how visitors navigate the site;
- which devices and browsers are being used.

This information is used only to improve the website and is not intended to identify individual visitors.

Where required, analytics cookies will only be used with your consent.

Information about opting out of Google Analytics is available within our Cookie Policy.

Lawful basis

Depending on the activity involved, Quest for Learning processes website information under one or more of the following lawful bases:

Activity	Typical lawful basis
Responding to enquiries	Legitimate interests or steps taken before entering into a contract
Website security	Legitimate interests
Essential website functionality	Legitimate interests
Analytics cookies	Consent, where required
Processing contact requests	Legitimate interests

Sharing information

We do not sell information collected through our website.

Where necessary, website information may be shared with organisations providing services on our behalf, including:

- website hosting providers;
- Microsoft 365;
- website developers or support providers;

- analytics providers;
- professional advisers;
- regulators or law enforcement where required by law.

Where third-party organisations process information on our behalf, appropriate contractual safeguards are in place.

Third-party websites

Our website may contain links to external websites.

This Privacy Notice applies only to the Quest for Learning website.

We are not responsible for the privacy practices of other organisations, and we encourage you to read their privacy notices before providing personal information.

Website security

Quest for Learning takes reasonable technical and organisational measures to protect information submitted through the website.

These measures include, where appropriate:

- encrypted website connections (HTTPS);
- secure hosting arrangements;
- access controls;
- regular software updates;
- monitoring for security issues.

Although we take appropriate precautions, no internet transmission can ever be guaranteed to be completely secure.

Your information rights

Your rights under UK data protection legislation are explained in the **Quest for Learning Master Privacy Notice**.



These include the right to:

- request access to your personal information;
- request correction of inaccurate information;
- request erasure in certain circumstances;
- object to certain processing;
- withdraw consent where consent has been relied upon;
- complain to the Information Commissioner's Office (ICO).

Contact us

If you have any questions about this Privacy Notice or how information collected through our website is used, please contact:

Data Protection Lead

Quest for Learning

Email: info@questforlearning.org.uk

Address:

Quest for Learning
Thameside Primary School
Cotman Close
Abingdon
Oxfordshire
OX14 5NL

Related documents

Privacy Notices

- Quest for Learning Master Privacy Notice
- Privacy Notice – Children, Parents and Carers
- Privacy Notice – Employees, Job Applicants, Tutors and Volunteers
- Privacy Notice – Supporters and Donors

Information Governance

- Information Governance and Data Protection Policy

Website Documents

- Cookie Policy
- Website Terms and Conditions

Review

This Privacy Notice will normally be reviewed every two years or sooner where changes to legislation, website functionality or organisational practice require amendment.