SHERBORNE
SCHOOLS GROUP

Website Privacy Policy

Approving body: Director of External Affairs
Owner: Director of External Affairs
Author: Director of ICT

Executive Summary

The Sherborne Schools Group (the Group) is committed to safeguarding the privacy of its website visitors. This policy is for general readership and sets out how the Group will treat personal information obtained via the website.

Date of Review: Michaelmas 2026
Date of Approval: 20 November 2026
Issue Number: 1.2
Review Due: Michaelmas 2028

Contents

What information is collected from the websites? 2
Cookies 2
Using your personal information 3
Disclosures 3
International data transfers 4
Security of your personal data 4
Policy amendments 4
Your rights 4
Third party websites 5
Contact 5
Appendix 1: Summary of Changes 5

What information is collected from the websites?

The Sherborne Schools Group (the Group) is a company registered in England and Wales. The Group's company registration number is 04002575, its charity registration number is 1081228 and the registered office is at Sherborne Boys School, Abbey Road, Sherborne, Dorset DT9 3LF. The Group includes Sherborne Boys, Sherborne Girls, Sherborne Prep, Hanford Prep, Sherborne International and their trading subsidiaries. The data controller responsible for these websites is the Sherborne Schools Group. The Group's ICO registration number is Z7474372.

The Group may collect, store and use the following kinds of personal information when you use our websites:

- Information about your computer and about your visits to, and use of, these websites: including, your IP address, geographical location, browser type, referral source, length of visit and number of page views. However, such information is collected anonymously and not linked to information that identifies you as an individual.
- Information linking to any transactions carried out between you and us on or in relation to this website, including any financial transactions you make with our services. Financial information is protected by 128bit encrypted connections.
- Information that you provide to us for the purpose of registering with us, including contact details and other relevant personal details.
- Information that you provide to us for the purpose of subscribing to our website services, email notifications and/or newsletters including your email address.
- Any other information that you choose to share with us via our websites.

Cookies

A cookie consists of information sent from a web server to a web browser and stored by the browser. Such information is sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

The Group uses Google Analytics to analyse the use of our website. Google Analytics generates statistical and other information about website use by means of cookies, which are stored on

users' computers. The information generated relating to our website is used to create reports about the use of the Group's websites, which Google will store. Google's privacy policy is available here.

In addition to cookies generated by Google Analytics, the Group also uses "session" cookies to track your actions, as you navigate our websites. Session cookies will be deleted from your computer when you close your browser. The Group's payment services providers may also send you cookies.

Most browsers allow you to reject all cookies, whilst some allow you to reject just third-party cookies. For example, in Google Chrome you can turn off cookies by going to 'Settings', selecting 'Privacy and security' and expanding the 'Cookies and other side data' menu Blocking all cookies will however have a negative impact on the usability of many websites, including the Group's as they are used to help ensure the efficiency of the websites. The Group does not use them to market or promote the interests of any third party.

Using your personal information

Personal information submitted on the website will be used for the purposes specified in this Website Privacy and Cookie Policy.

The Group may use your personal information to:

- administer its websites;
- enable your use of the services available on its websites;
- supply to you services purchased via its websites;
- send statements to you, and collect pre-agreed payments from you;
- send you general (non-marketing) commercial communications;
- send you email notifications which you have specifically requested;
- send to you newsletters and other marketing communications relating to its business (you can inform the Group at any time if you no longer require marketing communications); and
- deal with enquiries and complaints made by you relating to its websites.

The Group will not provide your personal information to any third parties for the purpose of direct marketing without your express consent.

The Group's website financial transactions are handled through external payment service providers for admissions/registration, for event payments and donations, and the online school shop. Please review the privacy policies for these external platforms before sharing your data with them.

The Group will share information with these external providers only to the extent necessary for the purposes of processing payments you make via its website. Where external providers have further involvement with the Group they are subject to the Group's Privacy Notice, which details how the Group collects your personal information and what we do with it.

Disclosures

The Group may disclose information about you to any of its employees, officers, agents, suppliers or subcontractors only insofar as reasonably necessary for the purposes as set out in this Website Privacy and Cookie Policy. In addition, the Group may disclose information about you:

- to the extent that it is required to do so by law;

- in connection with any legal proceedings or prospective legal proceedings; and
- in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention and reducing credit risk).

Except as provided in this Website Privacy and Cookie Policy, the Group will not provide your information to third parties.

International data transfers

Information that the Group collects may be stored and processed in and transferred between other countries in order to facilitate the services of Google Analytics and our Payment Service Providers.

Information you provide may be transferred to other countries which do not have data protection laws equivalent to those in force in the European Economic Area (EEA).

Security of your personal data

The Group will take all reasonable technical and organisational precautions to prevent the loss, misuse or alteration of your personal information.

All electronic financial transactions you make to or receive from the Group will be encrypted using SSL technology.

Data transmission over the internet is inherently insecure, and the Group cannot guarantee the security of data sent over the internet. More information is available from the Group's Privacy Notice.

Policy amendments

This policy may be updated from time to time by posting a new version on the Group's websites. You should check this page occasionally to ensure you are happy with any changes.

Your rights

As a data subject, you have the following rights under the GDPR, which this Policy and the Group's use of personal data have been designed to uphold:

- the right to be informed about the Group's collection and use of personal data;
- the right of access to the personal data the Group holds about you;
- the right to rectification if any personal data the Group holds about you is inaccurate or incomplete (please use the contact details below);
- the right to be forgotten – i.e. the right to ask the Group to delete any personal data it holds about you (your personal data is only held for a limited time, but if you would like it to be deleted sooner, please use the contact details below);
- the right to restrict (i.e. prevent) the processing of your personal data;
- the right to data portability (obtaining a copy of your personal data to re-use with another service or organisation);
- the right to object to the Group using your personal data for particular purposes; and
- rights with respect to automated decision making and profiling.

If you have any cause for complaint about the Group's use of your personal data, please get in touch using the details provided below and we will do our best to solve the problem for you. If

the Group is unable to help, you also have the right to lodge a complaint with the UK's supervisory authority, the Information Commissioner's Office (ICO).

For further information about your rights, please contact the ICO or your local Citizens Advice Bureau.

Third party websites

The Group's websites contain links to other websites. The Group is not responsible for the privacy policies or practices of third-party websites.

Contact

If you have any questions about this privacy policy or our treatment of your personal information, the Group's Data Protection Lead can be contacted using these details: dataprotection@sherborneschools.group.

Appendix 1: Summary of Changes

- Contact details updated.

This website privacy policy is based on a template courtesy of Website Law.