

WEBSITE PRIVACY & COOKIES POLICY

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1. Purpose of the policy

At LFIGP, we are committed to upholding your privacy and protecting your personal data. This Website Privacy and Cookies Policy outlines how we collect, use, disclose, and protect your personal information when you access our website or interact with our digital services. Our objective is to ensure transparency, data protection, and compliance with applicable privacy regulations.

2. Scope of Application

This policy applies exclusively to users of the LFIGP website and related digital services. It governs the manner in which personal data and cookies are collected and used during online interactions. This policy does not extend to the school's internal information systems or offline data records. For broader data handling practices, please refer to the LFIGP **Data Protection Policy**.

3. Information We Collect

LFIGP may collect the following categories of information during your visit to our website:

- **Personal Identification Information:** Such as your name, email address, and telephone number when voluntarily submitted through forms or contact points.
- **Usage Data:** Including pages viewed, time spent on the website, browser type, operating system, and referring URLs.
- **Cookies and Tracking Technologies:** Data collected through cookies to enhance website performance and improve user experience.

4. Use of Collected Information

The personal and technical information collected through our website is used for the following purposes:

- To provide secure access and navigation across the website;
- To improve functionality, content, and overall user experience;
- To respond to inquiries, feedback, or support requests;
- To comply with any applicable legal or regulatory obligations

5. Cookies Policy

5.1 What Are Cookies?

Cookies are small data files stored on your browser by the website's server to enhance your digital experience. They help recognize returning users, store preferences, and maintain session continuity. LFIGP primarily uses three categories of cookies:

- **Identification Cookies:** These assign a unique identifier to your browser or device to recognize return visits.
- **Personalization Cookies:** Used to store preferences such as language settings or login details, enhancing user convenience.
- **Session Tracking Cookies:** These monitor page-to-page navigation, ensuring a smooth and uninterrupted browsing experience.

5.2 How LFIGP Uses Cookies

LFIGP uses cookies for the following legitimate and essential purposes:

- **Authentication:** To verify your identity during login and maintain secure access;
- **Analytics:** To collect anonymous traffic and usage statistics for website optimization;
- **Session Management:** To ensure that your browsing session is maintained across multiple pages without interruption.

5.3 Privacy and User Control

- **No Third-Party Sharing:** LFIGP does not sell, share, or transfer cookie data to any external parties. Your privacy is our priority.
- **Consent and Customization:** By continuing to use our website, you consent to the use of cookies as described herein. You may modify your cookie preferences at any time via your browser settings. Please note that disabling certain cookies may impact website functionality.

6. Data Sharing and Disclosure

LFIGP does not share your personal information with third parties unless such disclosure is:

- Required by law, court order, or other legal processes;
- Necessary to protect the rights, property, or safety of LFIGP, its users, or others.

7. Data Security

We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, disclosure, alteration, or destruction. Our security controls are regularly reviewed to align with best practices in data protection.

8. Policy updates

LFIGP reserves the right to amend this Privacy and Cookies Policy at any time. All changes will be published on this page with an updated revision date. Users are encouraged to review the policy periodically to stay informed about how their data is managed.

9. Contact Us

For any questions, concerns, or requests related to this policy or your personal data, please contact us at:

Email: dataprivacy@lfigp.org

