

## Cookies Policy

Cookies are used on our website [www.columbansisters.org](http://www.columbansisters.org) We have set out further information below.

1. **What is a cookie?** A cookie is a small text file stored on your computer/device when you visit a website. For example, a cookie may allow a website “remember” your actions or preferences, or it may contain data related to the function or delivery of the site. Many internet sites use cookies. Some cookies are essential for the operation of our website. If you adjust your browser settings to block all cookies, you may not be able to access all or parts of our website.
2. **Cookies on this website:** this website operates cookies. By continuing to visit/use our website, you agree to the use of cookies as outlined in this policy.
3. **Types of cookies:** There are two different types of cookies that are commonly set: session cookies and persistent cookies. Session Cookies, also known as transient cookies, are temporary. They only store information about what the user does during a single session. A session is simply a randomly generated/unique value that is assigned when someone visits a website. Session cookies are stored temporarily in memory and are automatically removed when the browser closes or the session ends. Persistent Cookies last longer and are stored on disk until they expire or are manually cleared by the user. These are also sometimes referred to as “tracking cookies,” as these are the types of cookies that Google Analytics, AdRoll, Stripe, etc. all use. We have set out further information about the cookies operating on this website:
  - 3.1. **Essential cookies:** “Strictly necessary” cookies are those required for services that are explicitly requested by the user for their session as per Regulation 5(5), SI 336 of 2011 (the ePrivacy Regulations).
  - 3.2. **Functional cookies:** These are used for website functionality, mostly to identify the user who is authenticated to the website and to save your preferences. For further information about these cookies, please see <https://kinsta.com/blog/wordpress-cookies-php-sessions/> These cookies expire within 24 hours of your session ending. The cookies are as follows:

| Cookie name     | Source           | Expiry         | Purpose  |
|-----------------|------------------|----------------|--|
| LAHNKbRz        | Columban Sisters | 24 hours       | The main purpose of this cookie is: <b>Functionality</b>   |
| RceYBDiNOvQhkpI | Columban Sisters | 24 hours       | The main purpose of this cookie is: <b>Functionality</b>   |
| _EC_TEST_       | Columban Sisters | At session end | This cookie is used to remember if the user is accessing the website on a computer or mobile device.<br>The main purpose of this cookie is: <b>Functionality</b> |
| ntoAFlu         | Columban Sisters | 24 hours       | The main purpose of this cookie is: <b>Functionality</b>   |
| pMPbFDyK        | Columban Sisters | 24 hours       | The main purpose of this cookie is: <b>Functionality</b>   |

- 3.3. **Analytics cookies:** Our website also uses third party cookies - Google Analytics. By default, these are set to “disabled”. However, if you enable these third party cookies, Google Analytics cookies will collect information about how you and other visitors use our website. This shows us information such as number of visitors, where visitors have come from, the pages visited, popular pages, etc. We use the information to help us improve the website.

| Cookie name | Source           | Expiry                    | Purpose  |
|-------------|------------------|---------------------------|--|
| _ga         | Google Analytics | 12 months from last visit | Used to distinguish visitors to this website.                    |
| _gat        | Google Analytics | 10 minutes                | Used to throttle request rate                                    |
| _utmt       | Google Analytics | 10 minutes                | Used to throttle request rate                                    |
| __utma      | Google Analytics |                           | Used to distinguish visitors and pages visited. Records a unique |

|        |                  |                            |  |
|--------|------------------|----------------------------|--|
|        |                  |                            | ID, the date and time of first visit, time of current visit and total number of visits made  |
| __utmb | Google Analytics | 12 months from last visit  | Used to determine new sessions or visits. Stores the number of page views in current visit and start time of visit                     |
| __utmc | Google Analytics | 30 minutes from last visit | Used to note that the visit has ended when browser is closed   |
| __utmz | Google Analytics | Session cookie             | Records the site you may have linked to our page from. Only records data if you clicked on a link to our site from a different website |

These third party cookies are set to “disabled” by default. You can manage and/or enable these cookies by going to the “settings” hyperlink in our cookies banner which will allow you to change your preferences. Alternatively, you can change the settings in your browser. Generally, your browser will offer you the choice to accept, refuse or delete cookies. For non-essential cookies, we will process personal data based on website visitor **Consent**. To opt out of being tracked by Google Analytics across all websites, visit <http://tools.google.com/dlpage/gaoptout>. For further information, please see <https://support.google.com/analytics/answer/6004245>

4. **Social media buttons:** Our website uses links to our social media pages (eg. Facebook, YouTube etc). If you click on the social media button(s) on our website, you will be re-directed to the relevant social media site which has its own cookie and privacy policies over which we have no control. For example, if you click on the Twitter button to tweet something appearing on our website, the button will re-direct you to the Twitter site, which has its own cookie and privacy policies over which we have no control.
5. **How do I turn off cookies or change cookie settings?**
  - 5.1. Most web browsers allow control to most cookies. To find out more information about cookies, including how to see what cookies have been set, how to manage, and how to delete cookies, please visit: [www.aboutcookies.org](http://www.aboutcookies.org)
  - 5.2. You can set your browser settings to warn you each time a cookie is being sent, or to turn off all cookies.
6. **Further information:** for further information, please see our Privacy Notice. If you have any queries, please contact us at: [colbur@eircom.net](mailto:colbur@eircom.net) or by writing to us at: Congregational Bursar, Missionary Sisters of St Columban (Ireland) CLG, Magheramore, Co.Wicklow A67 HY02.