



**Wakefield Grammar
School Foundation**

WGSF/PayPal Privacy Policy

Wakefield Grammar School Foundation regards your privacy as important and any Personal Information given to make a payment via PayPal will be used in accordance with the Data Protection Act 1998. We do not store any Personal Information about individuals who visit our website – www.wgsf.org.uk – and who in turn chose to use the PayPal Service.

Any Information you provide will only be used for the reasons specified, and will not be shared with any third party without your consent, unless required by law or unless required for the provision of services contracted for, or used by you.

Disclosing and sharing Information

We will only disclose your information to other parties in the following limited circumstances

- where we are legally obliged to do so, e.g. to law enforcement and regulatory authorities
- where there is a duty to disclose in the public interest
- where disclosure is necessary to protect our interest e.g. to prevent or detect crime and fraud
- in order to provide the services used by you e.g. the processing of card payments
- where you give us permission to do so e.g. on an application form

We use PayPal to fulfil payment services on our behalf. These agents are certified to the relevant payment industry international data security standards, are required to process the information in accordance with the DPA, and will only do so in accordance with our specific instructions.

Management Information

We collect statistical data about usage of our websites. This information is not used to identify individuals, but is collected to provide us with an understanding of the areas of interest on our site and how our site is being used. If you are connected to the internet you will have an IP Address. This may take the form of a figure, such as 444.333.22.1. The address will be automatically collected and logged as part of the connection of your computer

to our web server and may be used to determine the total number of visits to each part of the site. This data is not collected and used for other purposes.

Links

Our Website sometimes contains links to other websites. WGSF is not responsible for the privacy practices of other sites or organisations, and recommends you consult the privacy information on those sites.

Changes to this policy

This policy will be reviewed and updated versions will be posted on the Website.