

# How we use cookies

The European Community recently introduced legislation to protect the privacy of web users by limiting how websites can use cookies. The **Parallel Dreams Coaching Academy** is committed to protecting your privacy. As part of this commitment we are providing you with information about the cookies we use, so that you can make informed decisions.

The information below should be read in conjunction with our <u>Privacy Policy</u>, <u>Terms of Use</u> and <u>Booking Conditions</u>.

#### What are cookies?

Cookies are small text files that our website or services provided for us by other companies put on your computer. The information in them helps us to improve your experience of using our website and learning with us. Many of our cookies are deleted when you log out of the 'documents and tools' page, specific password protected pages for pre and post online workshops or close your web browser. **None of our cookies contain any of your personally identifiable information**.

Because you are using our website, we assume that you are happy for us to use cookies in this way.

If you are not happy, then you should either not use our website, set your web browser to not accept cookies from <a href="www.paralleldreams.co.uk">www.paralleldreams.co.uk</a> or use your web browser's anonymous browsing setting (this is called 'Incognito' in Google Chrome, 'InPrivate' in Internet Explorer and 'Private Browsing' in Firefox).

For more information on cookies, how to control the use of them in your browser and how to browse the internet anonymously visit the <u>All About Cookies website</u>.

Because our learning systems rely on cookies to deliver your courses effectively you give us consent to use cookies as outlined below when you purchase or enroll on a course/workshop/event with the Parallel Dreams Coaching Academy. We will not provide technical support to learners who choose not to use cookies and then encounter issues with their learning.

You will not be able to book and register for courses from the **Parallel Dreams Coaching Academy** website if you set your browser to not accept cookies as our system uses them to process application forms. We are unable to facilitate purchases by any other method (e.g. telephone sales) or provide technical support to users who choose to block <a href="https://www.paralleldreams.co.uk">www.paralleldreams.co.uk</a> cookies.

### What cookies the Parallel Dreams Coaching Academy uses:

#### **Session Cookies**

We use a number of session cookies to provide functionality including, but not limited to, remembering who you are when you have logged into our website(s) or password protected pages learning, to greet you by name on screen, to optimise the effectiveness of our web servers.



We consider these cookies to be strictly necessary for the secure and efficient operation of our website(s) and learning pages and make your experience of using them easier and quicker.

If these cookies are blocked or disabled, then much of the functionality of our systems will be broken.

## **DoubleClick (Google)**

This cookie is used on a small number of pages on the **Parallel Dreams Coaching Academy** website to track the effectiveness of our Google Adwords and Google Sponsored Link advertising.

For more information on how to permanently opt-out of DoubleClick placing this cookie on your computer visithttp://www.google.com/policies/privacy/ads/#toc-optout or install the Google Advertising Cookie Plugin for your browserhttp://www.google.com/ads/preferences/plugin/

#### Social network cookies

Some pages on our website contain social network 'share' or 'like' buttons. The social network may set a cookie (or cookies) on your PC when you click on one of these buttons. The social networks that we use are; Facebook, Instagram, Linkedin, Twitter and YouTube. We also use PayPal for purchases of books and to pay for online courses and events.

In order to implement these buttons on our website we use code which is hosted by the relevant social network. If you are a member of some of these networks, they may use this code to track that you have visited our website whether you click the buttons or not.

The Parallel Dreams Coaching Academy does not control these cookies or the underlying code. You should check the privacy statement of the relevant social network before clicking them and/or to find out how they track their members' behaviour using these elements and how to opt out of this functionality.

This policy has been approved & authorised by:

Name: Derek Tate

**Position: Founding Director** 

Date: 28th of June 2020

**Signature**: Derek N Tate

**Review of Policy: Every 24 months**