

## Cookies

### What are they?

A cookie is a small file that a website transfers to the cookie file of the browser on your computer's hard disk so that the website can remember who you are.

We use them to help you navigate our website efficiently and perform certain functions. We will not use cookies to store any personally identifiable information about you that others could read or understand. We do not use cookies to track your internet usage after leaving our site.

### Do I want to stop them?

Due to their main role of enhancing or enabling usability or site processes, disabling cookies may prevent you from using certain parts of this website. We explain the cookies we use in the table below and also in the third party cookie section and give you a button by which you can block the cookies marked optional in the table. There is also a button by which you can agree to accept the optional cookies. For third party cookies we explain where possible how you can block these. If you do not make either choice then you will be treated as having accepted all cookies on this site. Obviously you can change your mind in subsequent visits and use the buttons to change your cookie status for our site.

If you wish to restrict or block all the cookies which are set by our website (which as we say may prevent you from using certain parts of the site or from using the site as easily as you might), or indeed any other website, you can do this through your browser settings. The Help function within your browser should tell you how. For more information go to [www.aboutcookies.org](http://www.aboutcookies.org)

### Which cookies are being used on this site?

#### Cookie and status Name Purpose

Cookie Acceptance (necessary) Records if you have accepted the use of cookies on the website. It does not contain any user information. This cookie remains on your computer after the session has closed.

Cookie Information Notification (necessary) Records if you have been notified of new cookie information on the site. This cookie prevents the yellow notification banner.

from appearing on future visits to the site. It does not contain any user information. This cookie remains on your computer after the session has closed.

Session ID (necessary) ASP.NET\_SessionId Required to navigate from one page to another and to maintain the login/logout information during your visit. It collects information in an anonymous form by using a unique identifier. Expires when you end your session.

Google Analytics (optional)

-utma

-utmb

-utmc

-utmz

These cookies are used to collect information about how visitors use our site. They are placed on the site by Google, Inc. an American Corporation. It collects information in an anonymous form, including the number of visitors to the site, where visitors have come to the site from and the pages they visited on the site. This information is then used by Google to make reports for us and to help us improve the site. For more information visit <http://www.google.com/intl/en/policies/privacy/>

Remember User Name (optional) Used to store whether you have opted for the system to remember your email address and password for the next time you access the site. This cookie remains on your computer after the session has closed.

Store email address (optional) If you choose to allow the system to remember your user name, then this cookie is used to store the email address by which you log in so that next time you open this site, this value is automatically populated in the email address text box. This cookie remains on your computer after the session has closed.

Third party Cookies

- a) Social network icons. On our website we may use social networking icons and sometimes embed video content from websites such as YouTube. As a result when you visit a page with content embedded from for example YouTube or click on a social network icon it will take you to a link to that social site which will present you with cookies from that site. We do not control the dissemination of these cookies and you need to check with the applicable third party website for more information.
  
- b) Flash cookies. Flash files are used to deliver part of the site's content, such as Video Player, throughout the site. To improve user experience Local Shared Objects – or flash cookies as they are commonly known – are employed to provide features such as auto-resume and for saving your preferences. Flash Cookies are stored in your terminal much in the same way as cookies are, however it is not possible to manage them at browser level in the same way.