

## Privacy policy

This privacy policy sets out how St Leonard's Hospice uses and protects any information that you give us when you use this website.

St Leonard's Hospice is committed to ensuring that your privacy is protected. If we ask you to provide certain information by which you can be identified when you are using this website, you can be assured that it will only be used in accordance with this privacy statement.

St Leonard's Hospice may change this policy from time to time by updating this page. You should check this page regularly to ensure that you are happy with any changes. This policy is effective from May 2009.

We may collect the following information:

- your name and job title
- your contact information including your email address
- demographic information about you, such as your post code
- other information relevant to our work or your interest

If you donate to us online we shall add you to our donor database and you will receive information about the Hospice. If you would prefer not to receive any further news from St Leonard's please contact us and we will remove you from our mailing list.

What we do with the information we gather:

We require this information to understand your needs and to provide you with a better service, and in particular for the following reasons:

- internal record keeping
- to help improve our services
- so that we may contact you by email, phone, fax or mail
- to customise the website according to your interests

## Security

We are committed to ensuring that your information is secure. To prevent unauthorised access or disclosure we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

## Website disclaimer

The information contained in this website is for general information purposes only. The information is provided by St Leonard's Hospice and we try to keep the information up-to-date and correct. We do not, however, make any representations or warranties of any kind, express or implied, for any purpose, about the completeness, accuracy, reliability, suitability or availability of the information, products, services, or related graphics mentioned on the website. Any reliance you place on such information is therefore strictly at your own risk.

In no event will we be liable for any loss or damage including without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from loss of data or profits arising out of, or in connection with, the use of this website, nor for any other matters arising from it.

Through this website you can link to other websites. They are not under the control of St Leonard's Hospice and we have no control over their nature, content or availability. And although we include the links for your convenience, this does not necessarily imply a recommendation nor does it endorse the views expressed within the sites they link to.

We make every effort to keep the website up and running smoothly. Sometimes, though, the website may be temporarily unavailable because of technical problems beyond our control, or may be awaiting an update. We apologise for any inconvenience this causes, but St Leonard's Hospice takes no responsibility for, and will not be liable for, any problems or matter that may arise from this.

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