

PRIVACY AND COOKIE POLICIES

COOKIES POLICY

WHAT ARE COOKIES?

Cookies are small files which are stored on your computer. They are designed to hold a modest amount of data specific to your website visit on our site.

Cookies help to improve your visit to our website by helping with the following:

- Remembering settings, so you don't have to keep re-entering when you visit a new page
- Remembering information you give (e.g. postcode) so you don't need to keep entering it
- Measuring how you use the website so we can make sure it meets your needs

Please note that cookies can't harm your computer and we do not store personally identifiable information in cookies we use on this website.

We're giving you this information in order to comply with UK legislation, and to make sure we're honest and clear about your privacy when using our website.

As a rule, cookies will make your browsing experience better. However, you may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the [About Cookies website](#) which offers guidance for all modern browsers.

Measuring website usage – Google Analytics

Google Analytics uses cookies to define user sessions, as well as to provide a number of key features in the Google Analytics reports. Google Analytics tracking uses cookies in order to provide meaningful reports about web site visitors but they do not collect personal data about you. Additionally, Google Analytics uses only first-party cookies. This means that all cookies set by Google Analytics for your domain send data only to the servers for your domain. This effectively makes Google Analytics cookies the personal property of this website domain, and the data cannot be altered or retrieved by any service on another domain. Further detailed information on Google Analytics cookies can be found [here](#).

PRIVACY POLICY

Note: 'Us' refers to Colchester Windows & Plastic Suppliers Ltd 'You', 'User(s)', 'Visitor' refers to any person who uses this website.

This Web site is owned and controlled by Colchester Windows & Plastic Suppliers Ltd, trading as CWPS.

CWPS is committed to implementing measures designed to protect the privacy of those using our services. CWPS respects the privacy of all those who visit our Site and use our online services and we collect information from and about our users to be used to improve the service we offer. Except as set forth within this Privacy Policy, our Terms & Conditions, and other published guidelines, we do not release personally identifiable information (as described below) about users of this Site without their permission.

Effect of This and Related Documents: This Privacy Policy, together with our Terms & Conditions and other published guidelines, governs your interaction with this Site, and your registration for and use of CWPS online services.

Opt-Out Option: We expect the information we hold to be accurate and up to date. You have the right as an individual to find out what information we hold about you and make changes if necessary; you also have the right, assuming we are not obligated by law to refuse, to ask us to

stop using the information. If you would like to have your personally identifiable information removed from CWPS databases going forward, please e-mail office@cwpsltd.co.uk and we will use reasonable efforts to comply with your request. However, there will be residual information that will remain within CWPS databases, access logs, and other historical internal records, which may or may not contain such personally identifiable information.

The Information We May Gather:

Non personally identifiable information:

1. As a standard practice, CWPS assigns a random number to each user for anonymously tracking content preferences and traffic patterns. This random number lets us keep track of "how many" times users are doing specific things - like visiting our site each month - without really knowing who those users are (unless they specifically tell us). We analyse this data for trends and statistics, such as which parts of our site users are visiting and how long they spend there. We also gather information about what users are searching for. We use all this information in order to improve our content, plan site enhancements, and measure overall site effectiveness.

Personally identifiable information:

1. General: In certain areas of this Site, we require that you provide us with personally identifiable information, in order to be able to use that portion or those portions of this Site. This information contains: your name, address, telephone number and email address.

The information that we collect about you will only be used lawfully (in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018). All data is retained exclusively within the United Kingdom, or transferred only to 'third countries' where 'adequacy of protection' or specific certification as defined by The GDPR has been confirmed.

The legal basis for processing your data is based on the performance of a contract/ purchase from CWPS requesting a quote or registering for our newsletter, that we will have stated at the point the information was initially provided, therefore we will not store, process or transfer your data outside the parties detailed above unless we have an appropriate lawful reason to do so. Unless we are precluded from doing so by law, you have the right to remove your consent at any time by emailing us at office@cwpsltd.co.uk or by contacting us and requesting that processing of your details be restricted or deleted.

Our data sets are regularly reviewed to ensure that only data necessitated by warranty and/ or legal requirements is kept.

PROTECTION OF PERSONAL INFORMATION

CWPS takes precautions, including administrative, technical, and physical measures, to safeguard your Data against loss, theft, and misuse, as well as against unauthorised access, disclosure, alteration, and destruction.

CWPS uses industry-standard efforts to safeguard the confidentiality of Data, including encryption, firewalls and SSL (Secure Sockets Layer). We have implemented reasonable administrative, technical, and physical security controls to protect against the loss, misuse, or alteration of your Data.

If you have any queries about this policy please feel free to contact us or write us at CWPS, Haven Road, Colchester, Essex, CO2 8HT, United Kingdom.

If you have a concern about how we handle your data, or you would like to lodge a complaint, you may do so by contacting [The Information Commissioners Office](#).