 <b>British International School</b> <small>An Inspired school</small>	Process: <b>PUBLIC RELATIONS</b>	Código PRP-01-D-15
	Document: <b>COOKIES POLICY</b>	Version 1
		4th October 2024

## 1. WHAT ARE COOKIES?


Cookies and other similar technologies such as local shared objects, flash cookies or pixels, are tools used by Web servers to store and retrieve information about their visitors, as well as to offer a correct functioning of the site.

Using these devices, the Web server is allowed to remember some data concerning the user, such as their preferences for viewing the websites of that server, name and password, products that interest them the most, etc.

## 2. TYPES OF COOKIES USED IN THIS WEBSITE

### 2.1 ACCORDING TO THE PURPOSE

- **Technical and functional cookies:** Are those that allow the user to navigate through a web site, platform or application and the use of the different options or services that exist in it.
- **Analytical cookies:** Are those that allow the person responsible for them to monitor and analyse the behaviour of the users of the websites to which they are linked. The information collected through this type of cookies is used to measure the activity of websites, applications, or platforms and to create browsing profiles for users of said sites, applications and platforms, in order to introduce improvements in function of the analysis of the usage data made by the users of the service.
- **Advertising cookies:** Are those that allow the management, in the most efficient way possible, of the advertising spaces that, where appropriate, the editor has included in a web site, application or platform from which it provides the requested service based on criteria such as the edited content or the frequency in which the ads are displayed.
- **Behavioural advertising cookies:** They collect information about the preferences and personal choices of the user (retargeting) to allow the management, in the most efficient way possible, of the advertising spaces that, where appropriate, the editor has included in a web page, application or platform from which the requested service is provided.
- **Social Cookies:** These are set by social networking platforms on the Services to allow you to share content with your friends and networks. Social media platforms have the ability to track your online activity outside of the Services. This may affect the content and messages you see on other services you visit.
- **Affiliate cookies:** Allow monitoring of visits from other websites, with which the website establishes an affiliation contract (affiliation companies).
- **Security cookies:** They store encrypted information to prevent the data stored in them from being vulnerable to malicious attacks by third parties.

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## 2.2 ACCORDING TO THE PROPERTY

- **Own cookies:** Are those that are sent to the user's terminal equipment from a computer or domain managed by the publisher itself and from which the service requested by the user is provided.
- **Third-party cookies:** Are those that are sent to the user's terminal equipment from a computer or domain that is not managed by the editor, but by another entity that processes the data obtained through cookies.


## 2.3 ACCORDING TO THE CONSERVATION PERIOD

- **Session cookies:** These are a type of cookies designed to collect and store data while the user accesses a web page.
- **Persistent cookies:** They are a type of cookie in which the data is still stored in the terminal and can be accessed and processed during a period defined by the person responsible for the cookie, which can range from a few minutes to several years.

## 3. PROCESSING OF PERSONAL DATA

**British International School / BIS / Colegio Británico Internacional S.A.S**, with address Carrera 30 # 2 – 906 Puerto Colombia, Atlántico, informs you that these data will be processed in accordance with the provisions of Statutory Law 1581 of 2012 (and other regulations that modify, add, complement or develop it), Decree 1377 of 2013 and Regulatory Decree 1074 of 2015, for which the following information is provided regarding the processing:

- **Purposes of the processing:** As specified in the section on cookies used on this website.
- **Legitimation of the processing:** Consent of the interested party.
- **Data conservation criteria:** As specified in the section on cookies used on the web.
- **Communication of the data:** The data will not be communicated to third parties, except in cookies owned by third parties or by legal obligation.
- **Rights that assist the Interested Party:** You may exercise the rights provided for in Article 8 of Law 1581 of 2012. The School will respond to your requests in writing, along with a copy of your identification document, which may be sent to: [papeles@britishschool.edu.co](mailto:papeles@britishschool.edu.co) or by postal mail to the following address: Carrera 30 # 2 - 906 in Puerto Colombia, Atlántico, from Monday to Thursday from 8:00 am to 12:00 pm and from 2:00 pm to 4:00 pm, and Friday from 8:00 am to 12:00 pm. You may also file a complaint with the Colombian data protection authority, the Superintendency of Industry and Commerce (SIC) at: [contactenos@sic.gov.co](mailto:contactenos@sic.gov.co) or <https://sedeelectronica.sic.gov.co/atencion-y-servicios-a-la-ciudadania/peticiones-quejas-reclamos-y-denuncias>.

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#### 4. COOKIES CONTROLLED BY THE EDITOR

##### Technical and functional

Property	Cookie	Purpose	Period of retention
britishschool.edu.co	<b>wpml_browser_redirect_test</b>	This cookie is set by the WPML WordPress plugin and is used to test if cookies are enabled on the browser.	Session
.britishschool.edu.co	<b>_icl_visitor_lang_js</b>	This cookie is set by WPML to store the redirected language.	1 day
britishschool.edu.co	<b>elementor</b>	Cookie required for the use of website features and services	In a month
.britishschool.edu.co	<b>wpEmojiSettingsSupports</b>	This cookie is used by the WordPress theme of the website. It allows the website owner to implement or change website content in real-time.	Never
britishschool.edu.co	<b>cookie-agreed</b>	This cookie is set by WordPress when a user interacts with emojis on a WordPress site. It helps determine if the user's browser can display emojis correctly.	Session

##### Analytics


Property	Cookie	Purpose	Period of retention
.britishschool.edu.co	<b>_ga</b>	The _ga cookie, installed by Google Analytics, calculates visitor, session, campaign data and also keeps track of site usage for the site's analytics report. The cookie stores information anonymously and assigns a randomly generated number to recognize unique visitors.	1 year 1 month 4 days
.britishschool.edu.co	<b>_gid</b>	Installed by Google Analytics, the _gid cookie stores information about how visitors use a website and also creates an analytics report of how the website is performing. Some of the data that is collected include the number of visitors, their source, and the pages they visit anonymously.	1 day
.britishschool.edu.co	<b>_gat_gtag_UA_*</b>	This cookie is set by Google Analytics to store a unique user ID.	1 minute
.britishschool.edu.co	<b>_ga_*</b>	This cookie is set by Google Analytics to store and count page visits.	1 year 1 month 4 days

#### 5. THIRD PARTY COOKIES NOT CONTROLLED BY THE EDITOR

Third party services are beyond the control of the publisher. The providers can modify at any time their conditions of service, purpose and use of cookies, etc.

##### External provider

Editor	Privacy policy
Facebook	<a href="https://www.facebook.com/about/privacy/">https://www.facebook.com/about/privacy/</a>
Google Analytics	<a href="https://privacy.google.com/take-control.html">https://privacy.google.com/take-control.html</a>

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X	<a href="https://x.com/en/privacy">https://x.com/en/privacy</a>
Instagram	<a href="https://privacycenter.instagram.com/policy">https://privacycenter.instagram.com/policy</a>
Pinterest	<a href="https://policy.pinterest.com/en">https://policy.pinterest.com/en</a>
Google	<a href="https://privacy.google.com/take-control.html">https://privacy.google.com/take-control.html</a>
Youtube	<a href="https://privacy.google.com/take-control.html">https://privacy.google.com/take-control.html</a>

**Providers of this website:**

**6. HOW TO MANAGE COOKIES FROM THE BROWSER**

**Delete cookies from the device**      Cookies that are already on a device can be deleted by clearing the browser history, thereby removing cookies from all websites visited. However, some of the saved information (for example, login details or website preferences) may also be lost.

**Manage specific cookies**      To have more precise control of site-specific cookies, users can adjust their privacy and cookie settings in the browser.

**Block cookies**      Although most modern browsers can be configured to prevent cookies from being installed on devices, this may require manual adjustment of certain preferences each time a site or page is visited. Also, some services and features may not work properly.

**7. HOW TO DELETE COOKIES FROM THE MOST COMMON BROWSERS**

**Chrome**      <http://support.google.com/chrome/answer/95647?hl=es>

**Internet Explorer. Versión 11**      <https://support.microsoft.com/es-es/help/278835/how-to-delete-cookie-files-in-internet-explorer>

**Firefox. Versión 65.0.1**      <https://www.mozilla.org/es-ES/privacy/websites/#cookies>