# Partnership for Children of Essex's Privacy Policy

*This policy was last updated on August 5, 2021 and has an effective date of August 5, 2021.* 

This Privacy Policy governs the manner in which Partnership for Children of Essex ("PCE", "us", "we", or "our") collects, uses, maintains and discloses information collected from users (each, a "User") of the www.pcenj.org website ("Site"). This privacy policy applies to the Site and all products and services offered by Partnership for Children of Essex.

We are committed to protecting the privacy of certain data that is collected from you and that you submit when you access this Site. We recognize the sensitive nature of much of the information with which we are entrusted on a daily basis, and we are committed to high standards of privacy.

# Personal identification information

We may collect personal identification information from Users in a variety of ways, including, but not limited to, when Users visit our site, subscribe to the newsletter, respond to a survey, fill out a form, make a donation and in connection with other activities, services, features or resources we make available on our Site. We collect this information in order to carry out our business functions and provide the highest quality of service to you. Most of our information comes directly from you. Users may be asked for, as appropriate, name, email address, mailing address, phone number, credit card information. Users may, however, visit our Site anonymously. We will collect personal identification information from Users only if they voluntarily submit such information to us. Users can always refuse to supply personal identification information, except that it may prevent them from engaging in certain Site related activities.

# Non-personal identification information

We may collect and/or compile statistical information concerning the usage of the Site. This information allows Partnership for Children of Essex to monitor its utilization and continuously improve its quality. Examples of this information would include, but not be limited to, the number of visitors to the Site, or to sections or pages within the Site, patterns of traffic flowing through the Site, length of time spent on the Site, or in sections or pages of the Site, the other sites that refer visitors to the Site, the pages of the Site that visitors frequently use as entry and exit points, utilization of the browser and operating systems and versions used by visitors to the Site, etc. In order to compile this information, Partnership for Children of Essex may collect and store your IP address, your operating system version, your browser version, the pages you visit within the Site, the length of time you spend on pages within the Site, the site from which you linked to ours, search terms you used in search engines which resulted in you linking to the Site, etc. While all of this information can be associated with the IP address your computer had while you visited the Site, it will not be associated with you as an individual or associated with any other information you may submit through the Site, or that Partnership for Children of Essex may store about you for any other purposes.

# Web browser cookies

Our Site may use "cookies" to enhance User experience. Users' web browsers place cookies on their hard drive for record-keeping purposes and sometimes to track information about them. Users may choose to set their web browsers to refuse cookies, or to alert them when cookies are being sent. If cookies are refused, note that some parts of the Site may not function properly.

# How we use collected information

In the course of our normal business activities, we may disclose collected information to both affiliates and non-affiliated entities, as we deem necessary. We will not disclose your information for any purposes other than those in conjunction with the business activities requested of us unless otherwise permitted or required by law.

By way of example, Partnership for Children of Essex may collect and use Users' personal information for the following purposes:

- To improve user service Information you provide helps us respond to your service requests and support needs more efficiently.
- To improve our Site We may use feedback you provide to improve our website procedures and programs.
- To process payments We may use the information Users provide about themselves when making a donation only to provide service to that donation. We do not share this information with outside parties except to the extent necessary to provide the service.
- To send periodic emails.

We may use the email address to respond to Users' inquiries, questions, and/or other requests. If a User decides to opt-in to our mailing list, they will receive emails that may include organization news, updates, information, etc. If at any time the User would like to unsubscribe from receiving future emails, we include detailed unsubscribe instructions at the bottom of each email.

# How we protect your information

No system for safeguarding personal or other information is 100% secure. However, we take a number of steps to safeguard the security of personal information obtained through the Site. We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of your personal information, username, password, transaction information and data. For example, our employees are trained to understand the importance of confidentiality and are required to adhere to our privacy policies and procedures. Employees who violate these policies and procedures are subject to disciplinary action. We employ numerous practices to protect against the disclosure of information for purposes unrelated to the performance of our business functions or to individuals other than those who must use it in the course of their work activities. These practices include the use of password protection of computer files, e-mail and voice-mail, video surveillance, and other physical, electronic, and procedural safeguards.

Sensitive and private data exchange between the Site and its Users happens over a SSL secured communication channel and is encrypted and protected with digital signatures.

# Sharing your personal information

We do not sell, license, trade, transfer, or rent Users' personal identification information to others except as required by law. We may use third party service providers to help us operate our organization and the Site or may administer activities on our behalf, such as sending out newsletters or surveys. We may share your information with these third parties for those limited purposes provided that you have given us your permission.

**Do Not Track.** "Do Not Track" is a privacy preference that you can set in your Internet search browser that sends a signal to a website that you do not want the website operator to track certain browsing information about you. However, because our Site is not configured to detect Do Not Track signals from a user's computer, we are unable to respond to Do Not Track requests.

# Third party websites

Users may find content on our Site that links to the sites and services of our partners and other third parties. We do not control the content or links that appear on these sites and are not responsible for the practices employed by websites linked to or from our Site. In addition, these sites or services, including their content and links, may be constantly changing. These sites and services may have their own privacy policies and customer service policies. Browsing and interaction on any other website, including websites which have a link to our Site, is subject to that website's own terms and policies.

# Compliance with children's online privacy protection act

Protecting the privacy of the very young is especially important. For that reason, we never collect or maintain information at our Site from those we actually know are under 13, and no part of our website is structured to attract anyone under 13. If you are concerned about your child's use of the Site, you may use web-filtering technology to supervise or limit access to the Site.

# Changes to this privacy policy

Partnership for Children of Essex has the discretion to update this privacy policy at any time. When we do, we will revise the updated date at the top of this page. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

### Your acceptance of these terms

By using this Site, you signify your acceptance of this policy. If you do not agree to this policy, please do not use our Site. Your continued use of the Site following the posting of changes to this policy will be deemed your acceptance of those changes.

# Contact us

If you have any questions about this Privacy Policy, the practices of this site, or your dealings with this site, please contact us at <u>webmaster@pcenj.org</u>

This Privacy Policy is governed by the internal substantive laws of New Jersey, without regard to its conflict of laws principles. Jurisdiction for any claims arising under or out of this Privacy Policy shall lie exclusively with the state and federal courts within New Jersey. If any provision of this Privacy Policy is found to be invalid by a court having competent jurisdiction, the invalidity of such provision shall not affect the validity of the remaining provisions of this Privacy Policy, which shall remain in full force and effect.

UNDER NO CIRCUMSTANCES SHALL PARTNERSHIP FOR CHILDREN OF ESSEXHAVE ANY LIABILITY WHATSOEVER FOR ANY ERRORS OR OMISSIONS IN INFORMATION ON THE SITE, OR FOR ANY DAMAGES, LOSSES, OR EXPENSES THAT MAY OCCUR WHILE ACCESSING THE SITE, OR ANY LINKED SITE, OR THE INABILITY TO ACCESS THESE SITES; OR ANY FAILURE OF PERFORMANCE, ERROR, OMISSION, INTERRUPTION, DEFECT, DELAY IN OPERATION OR TRANSMISSION, COMPUTER VIRUS OR LINE OR SYSTEM FAILURE; OR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT OR SPECIAL DAMAGES ARISING OUT OF THE BREACH OF THIS PRIVACY POLICY, HOWEVER OCCASIONED.