

COOKIE POLICY



This Cookie Policy sets out how ScreenCraft Works uses cookies when you use the ScreenCraft Works website. It forms part of our Privacy Policy, which explains how we use any personal information about you that we collect when you use the ScreenCraft Works website.

By using the ScreenCraft Works website you are confirming your consent to our use of cookies as explained in this Cookie Policy.

About cookies

When we refer to “cookies” we mean any tool used to store or access information on a user’s computer or other device. Cookies are widely used to allow online and mobile sites to function efficiently. A cookie is often a small text file that (depending on your browser settings) is deposited on your computer, mobile phone, tablet or other device when you visit a site. The cookie may be sent back to that site when you visit again, and may then be used by the server to identify and track your use of the ScreenCraft Works website.

Cookies last for various durations. A “session cookie” is a short-lived cookie which, depending on your browser settings, is generally deleted when you close your browser. A “persistent” cookie is a long-term cookie that will be stored by your browser until its set expiry date (unless you delete it before the expiry date).

There are four widely recognised categories of cookie by function:

- Strictly necessary cookies. These are necessary for the operation of a site (or part of a site), e.g. enabling a user to log into secure areas of a site.
- Performance cookies. These are limited to performance and website improvement, e.g. measuring errors to support service improvement.
- Functionality cookies. These are usually the result of an action by a visitor to a site. They may be used to stop a visitor being offered the same service twice, e.g. so as to prevent a visitor from being asked if they want to fill in a survey when they have already chosen not to do so.
- Targeting cookies or advertising cookies. These record your browsing history (such as visits to sites, visits to particular pages and links followed) and use that information to make content and/or advertising displayed on a site more relevant to you.

This page describes what information they gather, how we use that information and why we sometimes need to store these cookies. It also explains how you can prevent these cookies from being stored; however, this may downgrade or 'break' certain elements of the site's functionality.

For more general information on cookies see the [Wikipedia article on HTTP cookies](#).

ScreenCraft Works CIC is a community interest company registered in England and Wales
with company number 13823970

How we use cookies

We use certain types of cookie:

- to inform you the ScreenCraft Works website is using cookies;
- to evaluate the use of the ScreenCraft Works website and compile a report for us;
- to identify you as you use the ScreenCraft Works website;
- to help us authenticate you as a registered user of the ScreenCraft Works website and to give you access to your user profile;
- to maximise security;
- to customise and personalise your experience of the ScreenCraft Works website.

These cookies do not contain any information that, in itself, personally identifies you and do not provide us with access to the rest of your device. We may, however, associate the information contained in cookies with personal information that you have provided to us separately.

If you create an account with us, then we will use cookies for the management of the signup process and general administration. These cookies will usually be deleted when you log out (these are known as “session cookies”). However, in some cases they may remain afterwards to remember your site preferences when logged out (these long-term cookies are known as “persistent” cookies). We use cookies when you are logged in so that we can remember this fact. This prevents you from having to log in every single time you visit a new page.

We may also use cookies to customise and personalise your experience of the ScreenCraft Works website, to maximise security and to help us authenticate you as a registered user of and to give you access to your user profile on the ScreenCraft Works website.

We use ‘session’ cookies and ‘Google Analytics’ cookies on the ScreenCraft Works website. Session cookies allow the ScreenCraft Works website to remember users’ activity between pages.

Google analytics cookies

The ScreenCraft Works website uses Google Analytics, which is one of the most widespread and trusted analytics solutions on the web that helps us to understand how you use the site and ways that we can improve your experience. These cookies may track things such as how long you spend on the site and the pages that you visit, so we can continue to produce engaging content.

The information generated by the Google Analytics cookies about your use of the ScreenCraft Works website (including your IP address) is anonymous (i.e. it does not identify you personally) and will be sent to Google and held on Google’s servers in the USA in accordance with Google’s privacy policy (available at <http://www.google.co.uk/intl/en/privacy/>). Please note that Google may also transfer Google-held information to third parties, where required to do so by law, or where such third parties process the information on Google’s behalf. For more information on Google Analytics cookies, [see the official Google Analytics page](#). Google offers an ‘opt-out’ browser which enables website users to prevent data from being used by Google Analytics. To use this browser, please visit <https://tools.google.com/dlpage/gaoptout/>, however please read the paragraph below on disabling cookies before doing so.

Other third-party cookies

We also use social media buttons and/or plugins on the ScreenCraft Works website that allow you to connect with your social network in various ways. For these to work the following social media sites, including Google+, Facebook, Twitter (X), will set cookies through our site which may be used to enhance your profile on their site or contribute to the data they hold for various purposes outlined in their respective privacy policies (which will be available on their respective websites).

Please note that ScreenCraft Works may also include links to other websites operated by third parties. Those websites are not controlled by us and may also use cookies. You should check the privacy and cookies policies posted on the relevant third-party sites for further information on their use of cookies (including details of how to reject or delete such cookies).

Rejecting and deleting cookies

Unfortunately, in most cases there are no industry standard options for disabling all cookies without completely disabling the functionality and features they add to this site as some cookies are strictly necessary for the operation or functionality of a site.

If you object to the use of cookies on the ScreenCraft Works website, most browsers can be configured to alert you to their use or to enable you to reject browser-based cookies (see your browser help menu for how to do this). Third parties may use certain special types of cookies (such as flash cookies) that cannot be disabled by configuring browsers, although other methods of preventing or managing such cookies may be available to you (such as via the relevant third-party settings panel). You can also delete cookies already stored on your device.

To learn how to reject or delete cookies, we recommend that you consult the "Help" function of your internet browser or, for a mobile phone, your handset manual.

Below is a guide on where to find information about controlling cookies, depending on your internet browser.

Browser	Where to find information about controlling cookies
Internet Explorer	http://support.microsoft.com/kb/278835
Chrome	https://support.google.com/chrome/answer/95647?hl=en-GB
Firefox	http://support.mozilla.org/en-US/kb/cookies-information-websites-store-on-your-computer
Safari	http://support.apple.com/kb/PH5042
Opera	http://www.opera.com/browser/tutorials/security/privacy/

Further information on rejection and deletion of cookies is provided at www.aboutcookies.org.

Be aware that disabling cookies will affect the functionality of the ScreenCraft Works website and many other websites that you visit too. Disabling cookies will usually result in also disabling certain functionality and features (especially interactive features) of the

ScreenCraft Works website. Disabling or deleting cookies may also affect your ability to use other online or mobile sites. Therefore it is recommended that you do not disable cookies.

How to contact us for more information

If you have any questions on this Cookies Policy or our use of cookies, you can email us at ScreenCraft Works info@screencraftworks.org.

Changes to this cookie policy

We may at any time update or otherwise modify this Cookies Policy. We will notify you of any changes to our Cookies Policy by posting the modified Cookies Policy on the ScreenCraft Works website. If you then continue to use the ScreenCraft Works website, you will be confirming your consent to our use of cookies as set out in the modified Cookies Policy. You are encouraged to check the terms of this Cookies Policy whenever you visit the ScreenCraft Works website.

This policy was adopted on 15 August 2023.