

Privacy Policy

Please read this privacy policy carefully. This policy governs our collection of information when you visit our website. We do not collect personally identifying information about you when you visit our website unless you choose to provide such information to us. Providing such information is strictly voluntary. It is therefore important for you to read this policy carefully before using this website.

This website and this privacy policy are subject to change at any time without notice. You should check our website periodically to see recent changes. Your continued access or use of this website shall be deemed your acceptance of these changes and the reasonableness of these standards for notice of changes. If we make material changes to this policy, we will indicate the last revision date.

What Information Do We Collect and How Is That Data Used?

We collect only the following types of personal and non-personal information that are necessary for our purposes, and maintain appropriate safeguards to ensure the security, integrity and privacy of this information.

We share this contact information with our sister organizations, which include the Academy of the New Church Secondary Schools, Bryn Athyn College, and the General Church of the New Jerusalem. Except as might be required by law, we do not share any information we receive with any outside parties.

Personal Information

We collect contact and related information from persons who request information from us. By submitting your information, you are consenting to our use of your data as described herein. If you do not consent, you should not use the website. You can opt out of providing this personal information by not entering it when asked or by not using the website.

We will not obtain personally identifying information about you when you visit our site unless you choose to provide such information to us. Providing such information is strictly voluntary. Except as might be required by law, we do not share any information we receive with any outside parties.

If you sign up for one of our email lists, we will send you only the types of information you request. We will not share your name or email address with any outside parties.

Help protect yourself by never sending confidential personal information (e.g., Social Security #, Credit Card #, etc.) to us or any other individuals via email. We do not accept credit card payments via email.

Some of the ways we collect personal information is as follows:

1. Online Profile Updates and Payment Transactions (e.g., Donations, Events, etc.)

If you complete the Profile update form and share your personally identifying information, this information will be used only to provide you with more targeted content. We may use your contact information to send you further information about our organization or to contact you when necessary. You may always opt-out of receiving future mailings; see the "Opt Out" section below.

To the extent that you choose to complete a payment transaction (e.g., donations, events, memberships, etc.) on the website, any credit card, financial and billing information that you provide is used solely to process payment for the donation. This information is securely sent to third party vendors with whom we have contracts to process payments. The third party vendors may not use users' personally identifiable information for any secondary purposes.

2. Collection of Information through Email or Contact Forms

You may decide to send us personally identifying information in an email containing a question or comment, or by filling out a web form that provides us with this information. We use personally identifying information from email primarily to respond to your requests. As appropriate, we may forward your email to other employees of our organization who are better able to answer your questions. We may also use your email address to contact you in the future about programs that may be of interest to you. You can opt-out of receiving these updates.

No Collection of Information about Children

We are committed to protecting the privacy and safety of children. We do not knowingly accept personally identifiable information from children under the age of 13 without verifiable parental consent. In the event we discover that personal information was provided by a child under the age of 13, the email address of the child will be deleted and no personal information will be collected, stored, or disclosed.

Non-Personal Information

Certain non-personal information about visits is recorded by the standard operation of the Internet servers on which this website is hosted. Non-personally identifiable information ("Aggregate Data") may be used for our legitimate purposes, including but not limited to improvement of the design and content of the Website or to personalize your experience on our website. We shall own such Aggregate Data and may share such aggregate data with others.

The non-personal information that we collect is as follows:

1. Cookies

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We use cookies on our Website to make your experience easy and meaningful and to enable certain technical operations. Cookies are files that Web browsers place on a computer's hard drive and are used to tell us whether Users and visitors have previously visited our website. Usage of a cookie is not linked to any personally identifiable information while on our Website.

2. Log Files

Like many standard website servers, our web servers use log files. Log files include but are not limited to internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, platform type, date/time stamp and number of clicks. Log files are used to analyze trends, administer the site, track aggregated users' movement and gather broad demographic information. IP addresses, etc. are not linked to personally identifiable information. We use the information we collect to measure the number of visitors to the different sections of our site, and to help us make our site more useful to visitors.

Is Information Shared With Third Parties?

We do not sell, share, or distribute any private or personal information to any third parties, other than as outlined herein. We may however employ other companies and individuals to perform functions on our behalf. Examples include processing credit card payments, sending postal mail and email, analyzing data, and providing customer service. To perform these functions, these companies and individuals may have access to information needed to perform their functions, but may not use it for other purposes.

As we continue to develop and grow, it is possible that we might sell or buy assets. In such transactions, personal information may be transferred.

We may also release information when we believe release is appropriate to comply with the law or to protect the rights, property, or safety of us, our users, or others. This includes, but is not limited to exchanging information with other companies and organizations for fraud protection.

Third Party Links

Throughout our website, we provide links to other sites which may contain information of interest to our visitors. We take no responsibility for, and exercise no control over, the privacy practices of such other sites or the policies, content, and practices of other web sites. To the extent you visit a third-party site accessible through this Website, we encourage you to read the privacy statements of each and every website that collects personally identifiable information as those third-party privacy practices govern the collection and use of information provided when visiting those sites. This privacy statement applies solely to the practices of our websites.

How Can I Access and Update My Information?

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Users who have created a login ID on our site may update their contact information using our online profile update form. Also, users who have provided contact information may e-mail us at outreach@newchurch.org to update their contact or other information.

Choice/Opt-Out

Users are given the opportunity to opt-out of having their information used for purposes not directly related to our Website, Services or our existing relationship. Users who no longer wish to receive e-mail solicitations or other information from us may opt-out of receiving these communications by clicking on the "unsubscribe" link at the bottom of the email communication. Users can also opt-out by emailing us at privacy@anc-gc.org using "unsubscribe" in the subject line. You also have the opportunity to opt-out of receiving communications from us through online forms. You may choose to receive only specific communications or none at all. You cannot remove yourself from our database, but you can prevent unwanted communication from us.

Security

We have reasonable security measures in place to help protect against the loss, misuse, and alteration of the data and files under our control. Personal information which we collect directly from you is protected by Secure Socket Layer (SSL) technology which protects information using both server authentication and data encryption to help ensure that data is safe, secure, and available only to you.

Conditions and Changes to This Privacy Statement

On occasion, it may be necessary for us to change the terms of this Privacy Policy. We will do so by posting updated text on the Website, and your continued use constitutes acceptance of those changes. To ensure that you are aware of current privacy practices, we recommend that you check this site periodically. We will not materially change how we handle previously collected information without providing e-mail notification and an opportunity to choose how we use that information.

If you choose to use this Website, your use thereof and any dispute over privacy is subject to this Privacy Policy. If you have any concern about privacy, please contact us with a thorough description, and we will try to resolve it.

Contact Information

If you have any questions about this privacy statement, the practices of this website, or your dealings with this website, you can contact us at info@glencairnmuseum.org.

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