**Earth Island website privacy policy**

This privacy policy sets out how Earth Island uses and protects any information that you give us when you use our website (www.earthisland.co.uk).

We are committed to safeguarding and protecting your personal information. Should we ask you to provide information when using our website, then it will only be used in accordance with this privacy statement and the terms of our ICO registration.

This Privacy Policy explains what happens to any personal data that you provide to us, or that we collect from you whilst you visit our site.

Earth Island reserves the right to change this policy from time to time by updating this page.

**Information we collect**

We may collect the following information:

* Information about your use of our site including details of your visits such as pages viewed and the resources that you access.
* If you provide it voluntarily, contact information including e-mail address.
* Other information relevant to customer surveys and/or offers/competitions.

Please note: We do not collect any financial or other sensitive information about you through our website.

**What we do with the information**

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

* We use the information to improve our products and services.
* We use the information to ensure relevant content.
* We use the statistical information to account for how much traffic we attract.

**Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

As a company, Earth Island is registered with the Information Commissioner’s Office for data protection purposes.

**Use of cookies**

A cookie is a file that asks your permission to be placed on your computer’s hard drive. This has no detrimental impact on your computer system.

Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences. It allows linking to much used sites quicker and easier.

On our site, we use cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Cookies help to provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie never gives us access to your computer or any information about you, other than the data you choose to share with us. The cookie provides statistical data. This statistical data does not identify any personal details whatsoever.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

You can, as you wish, delete all cookies that have been gathered on your computer.

**Links to other websites**

Our website contains links to other third party websites of interest. However, once you use these links and leave our site, we do not have any control over third party websites. We therefore cannot be held responsible for the protection and privacy of any information which you provide whilst visiting such sites and those sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to each website in question.

**Controlling your personal information**

You may choose to restrict the collection or use of your personal information in the following way:

* If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or e-mailing us at hello@earthisland.co.uk, or write to Earth Island Publishing, 22 Church Road, Tunbridge Wells, Kent TN1 1JP. (Telephone: 01892 522563).

We will not sell, distribute or lease your personal information out to third parties unless we have your permission or are required by law to do so, but we reserve the right to use it for the purposes as stated above. For instance, we may use your personal information to send you promotional information about third parties which we think you may find interesting. You may opt out of this by sending us an e-mail to hello@earthisland.co.uk.

You may request details of personal information which we hold about you.

If you would like a copy of this information, please write to Earth Island Publishing, 22 Church Road, Tunbridge Wells, Kent TN1 1JP, e-mail hello@earthisland.co.uk, or call us on 01892 522563.

**Contacting us**

If you believe that any information we are holding on you is incorrect or incomplete, please write to us as soon as possible, at our address below. We will promptly update any information found to be incorrect.

Please contact us if you have any questions at Earth Island Publishing, 22 Church Road, Tunbridge Wells, Kent TN1 1JP, or e-mail susan@earthisland.co.uk