

INFORMATION ABOUT OUR USE OF COOKIES

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. By continuing to browse the site, you are agreeing to our use of cookies.

A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer if you agree. Cookies contain information that is transferred to your computer's hard drive.

We use the following cookies:

- **Strictly necessary cookies.** These are cookies that are required for the operation of our website. They include, for example, cookies that enable you to log into secure areas of our website.
- **Analytical/performance cookies.** They allow us to recognise and count the number of visitors and to see how visitors move around our website when they are using it. This helps us to improve the way our website works, for example, by ensuring that users are finding what they are looking for easily.
- **Functionality cookies.** These are used to recognise you when you return to our website. This enables us to personalise our content for you, greet you by name and remember your preferences (for example, your choice of language or region).

You can find more information about the individual cookies we use and the purposes for which we use them in the table below:

Cookie Name	Source	Expiry	Purpose
Functionality Cookie	wp-settings	1 month	This Cookie is only set when a user is logged into the Residents section of the site. It is helpful for when the same user returns to login and shows us how many room bookings have been made and for what purpose. All data is anonymous
Essential / Functionality Cookie	mdocs	1 month	Ensures the Document Management system works effectively
Functionality Cookie	cookie_notice	1 month	Used so that once you agree to cookies being used on the site, you are not asked again
Analytical/performance cookies	Google Analytics	1 month	Helps us measure how users are interacting with website content. For example how many times a page has been visited. All the data is anonymous

Please note that third parties (including, for example, advertising networks and providers of external services like web traffic analysis services) may also use cookies, over which we have no control. These cookies are likely to be analytical/performance cookies or targeting cookies.

You block cookies by activating the setting on your browser that allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our site.

Except for essential cookies, all cookies will expire after **one month**.