

# Shomrei Torah Synagogue Privacy Policy

## Introduction

The operator of this website /app, Shomrei Torah Synagogue, a California non-profit organization (“we,” “us” or “our”), has created this Privacy Policy to explain what information we collect from individuals whom access the website / app we own and control, www.stsonline.org, (the“Site”), and how we use that information. If you have any questions about our Privacy Policy, please contact us using the information provided at the bottom of this Privacy Policy. We reserve the right to change this Privacy Policy from time to time consistent with applicable law. Changes to our Privacy Policy shall become effective as of the date they are posted to this site. Therefore, we encourage you to visit this section of our Site regularly in order to remain informed of any changes. You are giving your consent to the collection, use and disclosure of your personal information as set forth in this Privacy Policy when you submit your personally identifiable information through the Site or otherwise to us. If you do not agree to the terms of this Privacy Policy, please exit the Site and do not provide personal information to us.

We value and respect your privacy.

## Age Requirements for General Use of Site

We are a general audience site. However, to submit applications to us for our school and camp programs, you must be a legal guardian or parent of any applicant student under the age of 18.

## What Information We Collect and How We Use It

1. **Personal Information:** We collect personally identifiable information when you fill out a contact form or application on the Site, contact us through any other means, donate via the Site, sign up for an event or subscribe to our mailing list.

### a. Categories of Personal Information Collected

- Contacting Us: When you contact us through our Site, you will be asked to provide information such as your full name, phone number, email address, and any questions or comments you may have.

- Donations: If you decide to donate to us through our Site, we will also need to know your telephone number, billing address, credit card number, security code, and expiration date. Such credit card information will be stored by the e-commerce system used by the Site and not on the Site’s servers.

- Applications: You may choose to submit an application to us, such as, but not limited to, for purposes of applying to our schools or camp programs. When you submit an application to us, you will be required to submit extensive information, such as your full name, phone number, email address, address, your employer, marital status, personal information regarding the student applicant, information regarding the applicant’s other parent/guardian and siblings, and other personal or preferential information related to your interest in our schools and camp programs. Once you submit your email address to us, your email may be added to our mailing list.

- School Information: If you have a student within any of our school or camp programs, we maintain personal information about the student, including, but not limited to, basic personal information, medical history, and medical emergency information, all of which may be obtained from school or camp records.

- Photos: Any photos that you submit to us, whether via the Site or otherwise, as well as any photos taken of students within our school or camp programs by teachers and other staff members in furtherance of, promotion of, or celebration of the school or camp programs (“User Content”), shall be considered NOT to be confidential . Such user content may be re-posted on any of our Sites and/or third party social media sites and platforms for the purposes of promoting, publicizing or marketing Shomrei Torah Synagogue and/or the congregation.

**b. How We Use Your Personal Information.** We will process and use personally identifiable information about you for the following reasons or in the following ways:

- For our market research purposes.

- Provide information that you request.

- Process, validate, confirm, and verify your donations (including, but not limited to, processing payment card transactions and contacting you about your donation, including by telephone).

- Evaluate your applications for admission purposes.
- Maintain a record of the donations you make on the Site.
- Respond to your questions and comments.
- Communicate with you about our services, events and promotions.
- Enable you to communicate with us through our blogs, social networks and other interactive media.
- Identify you as the party who submitted User Content for re-posting on our social media accounts or for use within our publicity materials.
- Send you emails and newsletters.
- Analyze trends and statistics regarding the user experience when visiting the Site.
- Send the information to third party partners, vendors, agents, or service providers ("Vendors") who work on behalf of us to process donations or provide other services for the Site.
- Respond to valid legal process. This includes a search warrant, subpoena, or court order, and any other instance when we believe we are required to do so by law.
- Disclose personally identifiable information, when necessary as determined in our sole discretion, to protect our's rights or interests. For example, we may exchange information, including personally identifiable information, with other companies and organizations for credit fraud protection and risk reduction.
- For any other purpose or use, provided we have your consent.

**2. Traffic Data and How It Is Used.** We may track and collect the following categories of traffic data when you visit our Site: (1) web beacons; (2) IP addresses; (3) log files; (4) domain servers; (5) types of computers accessing the Site; (6) types of web browsers used to access the Site; (7) duration of visit to the Site; and (8) how you arrived to the Site (collectively "Traffic Data"). Traffic Data is anonymous information that does not personally identify you but is helpful for marketing purposes or for improving your experience on the Site. Traffic Data may be used by us and shared with our Vendors in order to provide tailored information on the Site about services that may be of interest to you.

a. **Cookies and IP Addresses:** We may place a "cookie" on your computer's hard drive so we can recognize you as a return user in order to personalize and improve your experience. A cookie is a piece of data that enables us to track and target your preferences. The cookie will be stored on your computer's hard drive until you remove it. We may also use temporary or "session" cookies. You can have your browser notify you of, or automatically reject, cookies. If you reject our cookies, you may still use the Site, but you may be limited in the use of some of the features.

Some of our partners, vendors, agents, and service providers may also use cookies on the Site. However, we have no access to, or control over, these cookies and do not accept any responsibility for such use. We may, in addition, use IP addresses to analyze trends, administer the Site, track traffic patterns, and gather demographic information for aggregate use, as well as in combination with your personally identifiable information for credit fraud protection and risk reduction. Most web browsers automatically accept cookies, but please note that you may at any point in time change your browser settings to stop receiving new cookies or request to be asked at each time whether you wish a cookie to be installed onto your hard drive. If you decline or delete cookies, some parts of the Site may no longer work properly.

b. **Web Beacons:** We may use web beacons (or clear GIF's) on our Site or include them in the email messages we send you. Web beacons (also known as "web bugs") are small strings of code that provide a method of delivering a graphic image on a web page or in an email message for the purpose of transferring data. We may use web beacons for many purposes, including site traffic reporting, unique visitor counts, and email auditing and reporting, and personalization. Information gathered through web beacons may be linked to your personal information.

c. **IP Addresses:** We may also keep track of Internet Protocol (IP) addresses to troubleshoot technical concerns and to maintain website safety and security. An IP address is a number that is used by computers on the network to identify your computer every time you log on to the Internet.

d. **Log Files:** We may collect information in the form of logs – files that record website activity and gather statistics about web users' browsing habits. These entries are generated anonymously, and help us determine (among other things) how many and how often users have visited our Site, which pages you have visited, and other similar

data (a.k.a., navigational data). We may also use the log file entries for our marketing and demographic studies, so we can constantly improve the online services we provide you. Log files would be used internally only or by our Vendors, and are not associated with any particular user, computer, or browser.

### **Security**

Our partners, vendors, agents, or service providers store and have access to your personally identifiable information on our behalf. Your credit card information is not stored by us but is stored by our e-commerce vendors and service providers. We will not lease, sell, share, or otherwise provide to other third parties such information, unless otherwise stated in this Privacy Policy.

Unfortunately, despite our security efforts, there is always a risk that third parties may unlawfully intercept transmissions. As a result, we cannot ensure the security of any information you transmit, and you transmit all information at your own risk.

### **Links**

We may provide links to other websites solely for the convenience and information of our visitors. These websites are not under our control and have their own policies regarding privacy that you may wish to review. Please be aware that we have no responsibility for the privacy practices of such other websites. This Privacy Policy applies solely to information collected by this Site. We make no guarantees about the accuracy, currency, content or quality of the information provided by such third party websites, and we do not assume responsibility for unintended, objectionable, inaccurate, misleading, or unlawful content that may reside on those websites. Please review the privacy policy of the other website before using such website.

For avoidance of doubt, if we provide links to social media platforms, such as Facebook or Twitter, and you choose to visit those websites through our links, please note that the personal information you post, transmit or otherwise make available on those websites may be viewed by the general public. We do not control the user-posted content on third party social media homepages, and we are not responsible for any third party use of your personal information that you have posted, transmitted or otherwise made available there.

### **Updating Personal Information**

A user who has submitted his or her information in order to join our mailing list may choose to unsubscribe from any future communications by clicking on the “unsubscribe” feature within the email communication, if any, or emailing us at [admin@stsonline.org](mailto:admin@stsonline.org). However, please note that: (1) a user may not opt out of receiving necessary administrative announcements from the Site; (2) we retain your information indefinitely for the purpose of preventing, investigating, or identifying possible wrongdoing in connection with the Site or to comply with legal obligations; and (3) deleting or editing your information after login does not delete the content you have submitted to portions of the Site or otherwise to us for submission to third party social media websites.

### **Contact Us**

For any reason and at any time, you may contact us at the following address: [admin@stsonline.org](mailto:admin@stsonline.org).

### **Changes To This Privacy Policy**

As our needs and those of our customers evolve, we reserve the right to modify this Privacy Policy at our discretion, consistent with applicable law. Please note, that our right to use your personally identifiable information will be based on the Privacy Policy in effect at the time the information is used. Changes to our Privacy Policy shall become effective as of the date they are posted to this Site. Therefore we encourage you to visit this section of our Site regularly in order to remain informed of any changes.

Last Updated: March 6, 2018