

Notice of Personal Data processing in our website **www.mandoulides.edu.gr** **Cookie Policy**

Thank you for visiting the website of our school <https://www.mandoulides.edu.gr> (hereinafter “website”). We assure you that protection of your personal data is our primary concern.

This policy aims at informing you about the processing of personal data on our website.

1. Useful terms

For your information, see the definitions of the terms we use:

- a)** “Datalogs”: electronic files on site traffic which are recorded on our server.
- b)** “Cookies”: short data files in the form of text which are installed on your electronic device (computer, cell phone, tablet) when you visit our website and provide particular information about your browsing (For more details see Cookies Update).

2. The data we process and the purpose of processing

A) Items automatically entered on our server

(1) Datalogs

When you enter our website, we collect all those personal data (datalogs) which are transmitted to our server from your browser, and more specifically:

- Internet Protocol Address (IP Address).
- Date and time of request.
- Time zone difference in relation to Greenwich Mean Time (GMT)
- Content of request (specific site)
- Access status/HTTP-Code (Status Code)
- Transferable amount of data
- Website from which the request comes
- Browser
- Operating system and its surface
- Language and version of the browser software

(2) Cookies

In addition to the aforementioned data, when using the website, cookies, that is short text files, are stored on your device and transmit device identifiers to our server. In other words,

a unique identification number is created. We would like to point out that, with the exception of “session cookies”, which are strictly necessary for you to have uninhibited access and use of our website, all other cookies are stored on our server only after you provide your consent and activate them upon entering the website.

B) Items you install

To contact us, either via e-mail or through the form of communication of our website, we store the data which you provide us with (your email address and possibly your name and phone number) in order to respond to your questions. In this context, given that storage is not necessary anymore, we delete the respective data or restrict their processing in case there is no legal storage obligation.

3. Cookies Update

The cookies used by our website are mentioned in detail in the following table and their types are:

a) “Session cookies”, which are strictly necessary for you to have uninhibited access and use of our website and may not be disabled. “Session cookies” are short text files stored on the device you use and transmit device identifiers to our server. In other words, a unique identification number is created. Our website can only read “session cookies”. Their purpose is to facilitate the user’s Internet browsing and provide a friendlier and more familiar environment. “Session cookies” are deleted as soon as you log out or close your browser. More specifically, session cookies include the following information:

- Unique –random– website visitor ID.
- Time of first visit to the website.
- Time of the visitor’s previous visit to the website.
- The visitor’s number of visits.

B) “Optional cookies”, which we may use only if you provide us with your consent, that is only if you activate the respective links we provide upon entering the website. In any event, you may turn off “Optional cookies” in the same way. Furthermore, “Optional Cookies” are divided into three sub-categories as follows:

- i. “Functional Cookies”**, which facilitate your visits to the website.
- ii. “Analysis Cookies”**, which enable us to view your preferences and export statistics from all our visitors in order to improve our website. More specifically, our website uses Google Analytics, an analysis internet service of Google Inc. Google Analytics

uses cookies that are stored on your electronic device and render the analysis of your browsing our website possible. These data shall not be notified to third parties for reasons of promotional actions, market research or for commercial purposes in general.

- iii. **“Commerical Cookies”** which provide information about our school so that our advertisements can be customized to your preferences.

Cookies used

Name: PHPSESSID

Category: Necessary “session cookie”

Description / purpose / duration: Maintains user connection to all sub-pages.

Turn on/turn off: Is always activated and may not be disabled.

Name: icl current language

Category: Necessary “session cookie”

Description / purpose / duration: Stores language preferences.

Turn on/turn off: Is always activated and may not be disabled.

Name: ga

Category: Analysis Cookie

Description / purpose / duration: We use Google Analytics for the collection of statistics regarding the website’s use. For more details you may read the relevant privacy policy of Google. Its duration is 24 months.

Turn on/turn off: You may oppose to the collection of data which are created by the cookie and are related to the use of your website (your IP address included) to Google, as well as to the processing of these data by Google by downloading and installing the available opt-out add-on. Click on the following link if you wish to do this:

<https://tools.google.com/dlpage/gaoptout?hl=gr>. Deactivation of Analysis Cookies does not directly influence your browsing but it limits our ability to improve the website.

Name: gid

Category: Analysis Cookie

Description / purpose / duration: We use Google Tag Manager to measure the effectiveness of our website and improve user experience.

Turn on/turn off: Deactivation of Analysis Cookies does not directly influence your browsing but it limits our ability to improve the website.

Name: gat

Category: Analysis Cookie

Description / purpose / duration: It is used by Google Tag Manager to minimize the data transfer speed which is required by the use of Google Tag Manager. Its duration is equal to the time you spend on the website.

Turn on/turn off: Deactivation does not directly influence your browsing.

Name: cfduid

Category: Functional Cookie

Description / purpose / duration: Cookie that manages the tracking used before video viewing by our website and helps us choose the fastest server. It also helps us guarantee that the request to view our website is the result of intentional human will and not of some malicious software. Its duration is 12 months. For more details you may read <https://www.cloudflare.com/privacyshield/>.

Turn on/turn off: Deactivation does not directly influence your browsing but it limits our ability to maintain our servers at high availability.

4. Legal grounds for processing your data

The processing of your data through our website is based on the following legal grounds which are provided for in legislation:

1. The basis for recording your internet protocol address and processing the data from recording files and the necessary cookie is our legal interest in protecting the security and integrity of the website.
2. The process of data from optional cookies is based on your consent, that is on the activation of each cookie upon entering the website, which you may withdraw in the same way by turning off the cookies you wish.

5. Links to third-party websites

The website provides links to third-party websites which may perform additional data processing of their visitors/users and may use different cookies etc. Mandoulides Schools do not bear any responsibility for these websites, thus for any relevant issue you will need to contact the owners of the respective websites.

6. Data retention time

The internet protocol address (IP address) of your device (computer, cell phone or tablet) is automatically recorded to our server when you enter our website and is stored for three months from the date of your visit; afterwards, it is automatically deleted.

Session cookies are deleted when you close or log off the browser. As far as “optional cookies” are concerned, they are retained for as much time as mentioned in the above table (“Table of cookies used”).

Data that you provide to communicate with us, either via e-mail or through the communication form of our website (your email address and possibly your name and phone number), are stored for as long as it is deemed necessary so that we can respond to your questions, and if their storage is no longer necessary, we delete these data or limit their processing in case there is no legal obligation to store them.

In case judicial or extrajudicial claims arise, the data shall be held until the irrevocable and final judicial decision or until the expiration of their limitation time.

7. Revisions

Prior to any potential change in the processing of your personal data through our website, we will respectively modify the present update and post it so that you will be informed and that you will have the ability to effectively exercise your rights.