

**St. Thomas a'Becket Catholic Church**  
Operating Policies and Procedures

<b>Policy Title</b>	<b>Website Privacy Policy</b>
<b>Policy Owner</b>	<b>Stewardship Commission</b>

<b>Purpose</b>
The purpose of this policy is to outline the ways in which St. Thomas a'Becket collects, uses, maintains and discloses personal information from all users of its website ( <a href="http://www.abecket.org">www.abecket.org</a> ).

<b>Policy</b>
<p><b>Aggregate data collected</b></p> <p>St. Thomas a'Becket collects aggregate data from users who visit its website. None of the aggregate data collected can be used to identify individuals. The following aggregate data is collected by the St. Thomas a'Becket website:</p> <ul style="list-style-type: none"><li>• the type of browser used;</li><li>• the operating system used;</li><li>• the IP address;</li><li>• the pages viewed or links selected;</li><li>• the most common keywords used by external search engines (e.g., Google) to get to our site;</li><li>• the keywords used within the search feature on the website.</li></ul> <p>The purpose of collecting aggregate data is to improve the performance and functionality of the website and to determine web traffic patterns.</p>
<p><b>Individual data collected</b></p> <p>The St. Thomas a'Becket website does not collect personally identifiable information about individuals except when individuals specifically provide such information on a voluntary basis. For example, users may opt in to an email list, complete an online form, or join an online forum.</p>
<p><b>Use of Your Information</b></p> <p>Personally identifiable information on individual users will not be sold or otherwise transferred to unaffiliated third parties without the approval of the user at the time of collection.</p> <p>St. Thomas a'Becket may disclose user information in special cases when we have reason to believe that disclosing this information is necessary to identify, contact or bring legal action against someone who may be causing injury to or interference with (either intentionally or unintentionally) St. Thomas a'Becket rights or property, other users, or anyone else that could be harmed by such activities. St. Thomas a'Becket may disclose user information when we believe in good faith that the law requires it.</p> <p>St. Thomas a'Becket reserves the right to perform statistical analyses of user behavior and characteristics in order to measure interest in and use of the various areas of the site and to inform staff of such information.</p>
<p><b>Other websites</b></p> <p>To make our website more valuable to our visitors, we offer links to other websites whose privacy</p>

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policies we don't control. Once you leave our website, use of any information you provide is governed by the privacy policy of the operator of the website you're visiting. That policy may differ from ours. If you can't find the privacy policy of any of these websites via a link from the site's homepage, you should contact the website directly for more information.

**Definitions**

IP: Internet Protocol, the unique address assigned to a computer or network

Date	Changes Made