



Centennial Montessori School



Website Privacy Statement

Effective Date: June 13, 2018

Centennial Montessori School ("We") respect your privacy and We are committed to protecting it.

This policy applies to information We collect:

- On the www.centennialmontessori.org website.
- In e-mail, text and other electronic messages between you and this website.
- Information you provide to us through third party websites linked to this website. Please note that these third-party websites are governed by their own privacy policies which are linked below.
Centennial is not liable for the privacy policies or content of other websites.

Please read this statement carefully to understand our policies and practices regarding your information and how we will treat it. By accessing or using these websites, you agree to this privacy policy. Your continued use of these Websites after we make changes is deemed to be acceptance of those changes, so please check the policy periodically for updates.

What information do we collect?

We collect several types of information from and about users of our websites. This includes information:

- a. that is about you but individually does not identify you, such as IP address; and/or
- b. about your internet connection, the equipment you use to access our websites and usage details

Our website does not directly ask for personal information such as name, birthdate, address or other direct information from you, but it does capture user information or IP addresses to better serve your browsing experience.

We also use third party service providers to gather important information from you for the purpose of better serving your child and your family at school. This information is provided by you through filling out forms and may include information by which you or your child may be personally identified, such as name, birthdate, postal address, e-mail address, telephone number, social media profile or any other identifier by which you may be contacted online or offline ("**personal information**").

Any information We gather from the use of these third party websites is used internally within the school or school community to better serve your child. Uses include record keeping of lessons, facilitating the application and enrollment process, registering for parent/child classes, communicating within the

community, assigning forms, and assessing financial aid awards. We also use various bank processes and accounting software to record payments, but do not save or have access credit card information.

We have provided the links to third party services we use for your reference; Centennial does not control, and is not liable for, the privacy policies or content of other websites. You can find the privacy statements of the third party websites we use here:

- Wamconnect: <http://info.wamconnect.com/privacy/>
- Transparent Classroom: https://www.transparentclassroom.com/privacy?locale=en&school_id=41
- ISM/FAST: <https://ismfast.com/home/> (scroll to the very bottom and it is on the right)
- Sign-up genius: <https://www.signupgenius.com/about/privacy.cfm>
- Google Forms: <https://policies.google.com/privacy?hl=en>
- Survey Monkey: <https://www.surveymonkey.com/mp/legal/privacy-policy/>
- Paypal: <https://www.paypal.com/webapps/mpp/ua/privacy-full>
- Intuit: <https://security.intuit.com/index.php/privacy>
- First Republic Bank: <https://www.firstrepublic.com/privacy/online-and-mobile-privacy>

We use your data internally only, with these limited exceptions:

- 1) We may share aggregated data collected in surveys; no individual user's information will be shared.
- 2) We may share data related to the protection of a child if compelled by Child Protective Services, Child Care Licensing, or other Law Enforcement.
- 3) We may share pictures or media pursuant to either the media agreement under your enrollment contract or as specified under the parent's guidelines.
- 4) We may share information when we believe disclosure is necessary or appropriate to protect the rights, property, or safety of Centennial Montessori School, our parents, students, or others.
- 5) We will share to comply with any court order, law, or legal process, including to respond to any government or regulatory request.

Important Note Regarding Children Under the Age of 13 (COPPA Notice)

Our website is not intended for children under 13 years of age. No one under age 13 may provide any personal information to or on the Websites. We do not knowingly collect personal information from children under 13. If you are under 13, do not use or provide any information on our websites or through any of its features/register on the Websites, make any purchases through the websites, use any of the interactive or public comment features of this websites or provide any information about yourself to us, including your name, address, telephone number, e-mail address or any screen name or user name you may use. If we learn we have collected or received personal information from a child under 13 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 13 that was not provided by a parent or legal guardian, please contact us at kristi@centennialmontessori.org.

If you have any questions about how we use any of your data, please let us know by emailing kristi@centennialmontessori.org.