URBAN SCHOOL PRIVACY POLICY/TERMS OF USE

Last Updated October 8, 2018

Urban School of San Francisco (“Urban”) respects and is committed to taking your privacy seriously. Although you can browse through most of our site without giving any information about yourself, in some cases we may ask for personal information in order to provide you the services you request. It is important that you understand how we use information you may choose to provide, and how to control how that information is collected and used. If you are asked to provide personal information, we will always explain the extent of its use.

All of the information that we collect from you is subject to this Privacy Policy and Terms of Use. By using this site, you agree to be bound by these terms. If you violate any of them, we reserve the right, without prior notice to you, to take the appropriate action we deem warranted, which may include denying you access to password-protected portions our site.

If you have additional questions not covered here, please email us at web@urbanschool.org.

Information Collection and Use
Our web server is not set up to track, collect or distribute personal information about visitors. However, we do collect some information about site visits. For example, we have access to the domain names and I.P. addresses, but not the email addresses, of visitors, and we compile statistics that show the daily number of visitors and the daily requests we receive for particular pages or files on the site. These aggregated statistics are used internally to evaluate and improve the site, but the statistics contain no personal information and cannot be used to gather such information.

If you use the online “Contact Us" inquiry or other online applications or forms, we will ask you to provide certain personally identifiable information, including your name, student’s name, address, phone number, and other related information that will be retained in our internal database(s). This information is necessary to process your application, form, etc., and to contact you. You will then receive periodic communications from us during that particular admissions season or school year, although you may opt-out of receiving such communications at any time by contacting us at web@urbanschool.org.

When you voluntarily email us, you may choose to provide us your name, address, email address and other information included on the form. We read all messages and respond to as many as practical.

Parents/guardians and trustees are provided access to certain password-protected features of our website, which may contain personally identifiable information, such as contact information for other students or alumni. You can control access to your information by opting out of inclusion in rosters, or in the case of alumni, specifying that your contact information be kept private. Access to the password-protected portions of this site is strictly limited to password holders, and access rights vary by the type of user.

Urban will not sell or rent your personally identifiable information to anyone for any reason.

To the extent that you do provide us with personal information, we wish to maintain it as accurately as possible. You may update or edit your personal information at any time and as often as necessary. This can be done by e-mailing us at web@urbanschool.org, or by logging into the password-protected portion of site for parents/guardians and trustees.

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If for any reason you wish to be removed from Urban’s email lists, simply email us at web@urbanschool.org.

**Your Account**
If you choose to register to access the password-protected portions of this site, you are responsible for maintaining the confidentiality of your account and password, and for restricting access to your computer. You also agree to accept responsibility for all activities that occur under your account or password. You agree to immediately notify us of any unauthorized use of your passwords or accounts or any other breach of security.

If you are under 18, your parent or guardian must register for an account, and you may log on only through your parent/guardian.

You agree that billing and registration information you provide on the Urban website will be accurate and complete. You also agree to log out from your account at the end of each session. We will not be responsible for any loss or damage that may result if you fail to comply with these requirements.

If you choose a username that, in our sole discretion, is obscene, indecent or abusive, we reserve the right, without prior notice to you, to automatically change your username, delete your posts from our sites, deny you access to our site or any combination of these options.

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Other
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Questions or SuggestionsIf you have questions or suggestions, please email us at web@urbanschool.org.