WELLSPACE ERGONOMICS

COOKIE POLICY

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Document Owner: WellSpace Ergonomics Ltd
Overall Responsibility: Director

1. Purpose

This Cookie Policy explains how WellSpace Ergonomics Ltd ("WellSpace", "we", "us" or "our") uses cookies and similar technologies on our website.

It explains what these technologies are, why they may be used, how visitors can manage their preferences and how we aim to protect visitors' privacy.

This policy should be read alongside our **Privacy Policy & Privacy Notice (WSE-DP-003)**.

2. Scope

This policy applies to visitors accessing our website using computers, tablets, mobile phones or other internet-enabled devices.

It covers cookies and similar technologies that store or access information on a visitor's device, including technologies provided by third-party services incorporated into our website.

3. What Are Cookies?

Cookies are small text files that websites may store on a visitor's device. They can help a website function, remember preferences, improve performance or collect information about website usage.

Similar technologies may include tracking pixels, scripts, tags and browser storage. These technologies may be subject to similar legal requirements.

4. Types of Cookies and Similar Technologies

Depending on the website's configuration, the following categories may be relevant.

4.1 Strictly Necessary Technologies

These are required to provide a service requested by the visitor or to support essential website functions, such as security or managing cookie preferences. Where a valid legal exemption applies, consent may not be required.

4.2 Functional or Preference Technologies

These may remember choices or settings to provide a more consistent website experience. Their use will be assessed to determine whether consent or another applicable exemption is required.

4.3 Analytics or Statistical Technologies

These may help us understand how visitors use our website, including which pages are visited and whether the website is functioning effectively. Their use will be assessed against the applicable legal requirements before activation.

4.4 Marketing or Advertising Technologies

These may be used to measure advertising activity or support targeted marketing. We will not activate technologies requiring consent unless the required consent has been obtained.

The categories above describe possible uses. They do not confirm that every category is currently used by WellSpace.

5. Why We May Use Cookies

Where applicable and lawful, cookies and similar technologies may be used to:

- Operate and secure our website.
- Remember visitors' cookie preferences.
- Support website functions and user preferences.
- Understand website performance and general visitor activity.
- Support marketing measurement where appropriate and permitted.

We will use only technologies that are appropriate for our website and business requirements.

6. Consent and Cookie Preferences

Where consent is legally required, we will seek it before activating the relevant cookies or similar technologies.

Visitors should be able to accept or reject non-essential technologies and change their preferences later. Refusing non-essential cookies should not prevent access to ordinary website content unless a particular function genuinely depends on the technology concerned.

We will not treat simply continuing to browse the website as consent where affirmative consent is required.

Where applicable, we will retain appropriate records of consent and preferences.

7. Third-Party Cookies and Services

Our website may use third-party services, depending on the features we choose to include. These could include website analytics, embedded maps, video content, social media features, appointment booking or contact forms.

Third-party services may use their own cookies or similar technologies. We will review the relevant services, their purposes, the information they collect and any applicable consent requirements before incorporating them into the website.

Third-party privacy notices may also apply to their processing of information.

8. Managing Cookie Preferences

Visitors can manage non-essential cookies through the website's cookie preference controls, where provided.

Visitors can also manage or delete cookies through their browser settings. However, blocking certain technologies may affect some website functions.

Withdrawing consent will not affect the lawfulness of processing carried out before consent was withdrawn.

9. Personal Data and Privacy

Some cookies and similar technologies may involve the processing of personal data, such as online identifiers or information about website activity.

Where personal data is processed, WellSpace will handle it in accordance with applicable data protection law and our Privacy Policy & Privacy Notice (WSE-DP-003).

We will seek to minimise the information collected and retain it only for an appropriate period.

10. Website Development and Changes

Our use of cookies and similar technologies may change as the website develops or new features are introduced.

We will review the technologies used, update this policy where necessary and review the cookie consent arrangements when relevant changes occur.

11. Contact Details

If you have questions about this Cookie Policy or our use of cookies and similar technologies, please contact:

WellSpace Ergonomics Ltd
Email: enquiries@wellspaceergonomics.co.uk
Telephone: 07799 833516

12. Review and Approval

This policy will be reviewed at least annually and whenever a significant change to our website, technologies or relevant legal requirements makes an earlier review appropriate.

Approved by: Director, WellSpace Ergonomics Ltd
Approval Date: 9 October 2026