



## **Website Data Collection, Use and Privacy Notice**

The South Carolina Youth Advocate Program (SCYAP) website is found at <https://www.scyap.com>. SCYAP is the sole owner of this website and the content contained within it. This notice provides you with information on what we collect and how we use the information collected through our website.

Please be assured that we take your personal privacy very seriously. As a general rule, our website does not collect your personal information unless you chose to provide that information to us via email or other direct contact.

For example, our website allows you to contact us by completing and submitting a Foster Parent Inquiry Form, which alerts us that you are interested in learning more about becoming a foster parent. Through the completion and submission of this form, you are providing us with information needed to contact about your inquiry, including your name, telephone number, email, address, and the county in which you reside. We do not share this information outside of SCYAP, and again, the information you provide will only be used to respond to your inquiry.

Our website also allows you to complete and submit an Advocate Inquiry Form, which notifies us of your interest in part-time employment with SCYAP. Through the completion and submission of this form, you are providing us with contact information and the areas of your employment interest, including your name, telephone number, email, address, county in which you reside, your highest level of education completed, professional licensure information (when applicable), and work history. We do not share this information outside of SCYAP; the information you provide will only be used to respond to your inquiry of employment.

You can send us an email through our website by clicking on the [info@scyap.com](mailto:info@scyap.com) link or directly typing the email address into your email system. By emailing us, you are providing us with your email address and whatever information you include within the body of the email. We will not share your email address or any information provided to us within the email outside of SCYAP.

Our website contains links to other sites that are not operated by SCYAP. When you click on one of these links, you will be directed to that party's website. SCYAP has no control over and is not responsible for the content or privacy practices of other websites. We encourage you to read the privacy statements of any other site you visit to understand what information may be being collected and how that information may be used.

We use Google Analytics to help us analyze how visitors use our website. Google Analytics uses "cookies", which are small text files placed on your computer, to collect standard internet log information and visitor preferences and trend information in an anonymous form. Data collected through this process includes information such as your computer's IP address, browser type/version, the pages of the website that you visited, and the time spent on those pages, unique device identifiers and other diagnostic data. No personally identifying information is collected through this process. You may control and refuse the use of cookies at your individual browser level and any previously installed cookies can be deleted. If you choose to reject cookies, you may still access our website.

SCYAP recognizes the importance of protecting privacy and we are committed using all data collected through our website responsibly and in compliance with applicable privacy and data protection laws. Our website privacy practices may be updated from time to time. We will notify you of any changes by posting the new privacy practices on this page. Such changes are effective the day/time they are posted on this page.

If you have any questions about our website data collection, use and/or privacy practices, please contact us:

- By email: [info@scyap.com](mailto:info@scyap.com)
- By phone: (803) 779-5500
- By mail: 140 Stoneridge Drive, Suite 350, Columbia, SC 29210