

Privacy Policy- Kentfield Schools Foundation - KIK

Kentfield Invests in Kids (KIK) values the privacy concerns of its community- family and friends of the Kentfield School District! This privacy policy tells you how KIK uses the personal information it receives from donors and District families both online and offline, including electronic, written, or oral communications.

By submitting information to KIK, you are accepting the practices described in this privacy policy. These practices may be changed and updated periodically, so we encourage you to review the privacy policy whenever you visit the site to make sure that you understand how any personal information you provide to KIK will be used. We may also, in our sole discretion, notify you of such changes via email to your email address that we have in our records.

Collection of Information You Choose to Share

KIK receives your personal information in the following ways and may use the information you provide for specific, limited fundraising purposes:

1. When registering for school via the Aeries Family Portal, if you agree to allow communications from KIK and access to select personal contact information.
2. By donating online or using a mail-in donation form, your information will be added to our list and private database.
3. If you provide the names of your family members, address, and e-mail address by registering for a KIK sponsored activity, we will have a record of your information.
4. We will receive and retain a record of any other information you choose to provide, such as optional information you submit.

In conjunction with the administrative policies and procedures of the Kentfield School District, all student families must register for school via the Aeries Student Information System. To register for school via Aeries, you will have to provide personal information, such as your/your children's name, family identification, mailing address, telephone number and e-mail address. Among other things, the [Aeries Family Portal](#) allows you to opt in or out of communications and specific information sharing with KIK. If you agree to share your information and allow communications from KIK, the Kentfield School District will provide KIK with the personal contact information you select to share.

In addition, our website donor page and mail-in donation forms request your name, address, email and telephone phone number. Likewise, KIK will occasionally promote one-time or limited duration activities/acknowledgements on its website seeking individual student participation. Such website activities may include submission of personal contact information and publication of your children's quotations and/or photographs with your approval.

If you do submit personal information to KIK, we will use that information for the transaction purposes for which it was submitted. We may also use your information in other ways, such as to contact you about other KIK activities and/or fundraising campaigns. You may always "opt out," either now or at any time in the future, if you do not wish to receive our messages. **KIK will not sell your personal information, share your information with other organizations, nor send donor mailings on behalf of other organizations.**

Financial Information You Choose to Provide

If you choose to make an online donation to KIK, you may have to provide your credit card billing information. KIK has partnered with Network for Good to use its encryption/security software to safeguard the confidentiality of personal information from unauthorized access or disclosure and accidental loss, alteration or destruction. If you are making a one-time donation, the credit card information that you provide to KIK at the time of donation is stored only for the duration of the transaction. If you are making a recurring donation, your credit card number is encrypted and stored in a secure database. Your credit card information is used only to process donations and will not be used for any other purposes. Network for Good is a separate entity and therefore has its own [Privacy Policy](#).

Information Automatically Collected and Stored

Similar to other websites, our site may utilize a standard technology called "cookies" (see explanation below) and web server logs to collect information about how our website is used. Information gathered through cookies and server logs may include the date and time of visits, the pages viewed, time spent at our website, your computer's Internet Protocol (IP) address, browser type, Internet service provider (ISP) and the sites visited just before and just after ours. This information is collected on an aggregate basis. None of this information is associated with you as an individual.

We also use Google Analytics to collect and analyze website use. Google Analytics collects data using cookies and the information they collect is also anonymous, although it may contain location and/or demographic information.

Use of Cookies

If you choose to provide information by donating to KIK online, we may place a small text file, known as a "cookie," on your hard drive so that you will be recognized as you move around our pages. Unless you opt-in to use a "persistent cookie," the information is only captured for the duration of your browser session through the use of a "session cookie." Once you close your browser window, the session cookie times out. If you open a new browser window and return to the KIK pages, your personal information fields will not be pre-populated.

How Your Information May Be Used

The personal information provided to KIK is used for future soliciting and fundraising activities. KIK does not sell, share or trade any private donor identification, transaction history or mailing list information with any other third party entity. The personal data provided to KIK is entered into a private database designed to safeguard the security and privacy of all personal information provided by our users. KIK only shares non-anonymous donor family names on its own publications and without reference to any specific identifying monetary level of family giving.

Complying with Judicial or Legal System

Though KIK makes every effort to preserve donor and school family privacy, we may need to disclose information when required by law, wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order, or legal process served on our organization.

How to Unsubscribe

At any time, you can update your personal information or unsubscribe by contacting KIK by mail, email or telephone as follows:

Kentfield Invests in Kids (KIK)
750 College Avenue
Kentfield, CA 94904
Phone: (415) 458-5140
Email: foundation@kentfieldschools.org

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