

THE GROVE SCHOOL

PRIVACY POLICY

Last updated: November __, 2009

Our Commitment to Your Privacy

Welcome to our web site, www.thegroveschool.com. Knowledge Learning Corporation, a Delaware corporation doing business as The Grove School (“The Grove School”), respects your individual privacy. This Privacy Policy documents our adherence to industry standards for the protection of your personal information. References to “we,” “our,” or “us” herein refer to The Grove School and our service providers and designees as deemed appropriate by us.

Scope of the Privacy Policy

This Privacy Policy covers our treatment of personally identifiable information that is collected while you are on our site or that we and our business partners share with one another. This policy does not apply to the practices of companies not owned or controlled by us or to people whom we do not employ or manage, nor does it address non-personally identifiable information. The policy specifically addresses the following areas:

- What personally identifiable information we or any third party collects through our site;
- How we use this information;
- With whom we may share this information;
- What choices are available to you as a user of our site with respect to collection, use and distribution of the information;
- What types of security procedures are in place to protect the loss, misuse or alteration of information under our control; and
- How you can correct any inaccuracies in the information.

Information Collection and Use

We are the sole owner of the information collected on this site. We may collect information from you at two different stages. First, we collect anonymous, aggregate information from all visitors to the site. This information is never linked to any personally identifiable information and is only used in the aggregate to generate statistical reports about the use of our site. Second, we may collect personal information, which is information that is specific to you and may include such things as your e-mail address and name. This type of information is sometimes called “personally identifiable information.” The only personally identifiable information collected through our site is information you choose to supply in response to a request, offer or opportunity to post or link to content. In addition, we may require certain personally identifiable information if you subscribe to a newsletter or if you sign up to participate in a promotion, sweepstake or survey through the site. We may also receive personally identifiable information from our business partners.

Provision and Transmission of Information

As a general rule, except in connection with our provision of certain services to you, we will not read the documents, communications or other content that you may create, review or retrieve on this site, unless such content is intended by its nature to be publicly viewable; however, we (or our third party providers) do store the content on computer systems for a period of time for our general business purposes. We could be required to view and/or disclose any or all content along with other personally identifiable information about you to comply with applicable law, including without limitation the Digital Millennium Copyright Act, or to protect the site or our rights. We also monitor the performance of our services and the site in order to manage, maintain, and improve our services and the site. We (or our third party providers) may use tools to help prevent and block “spam” communications, viruses, spyware, and other harmful or unwanted communications and programs on the site. These tools may automatically scan your content in order to help us protect you and the site against these harmful or unwanted communications and programs. However, these tools do not collect or disclose personally identifiable information about you. You should also be aware that any personally identifiable information you provide in forums, blogs, or bulletin boards may be read, collected, and used by others who access those services. We are not responsible for any personally identifiable information you choose to submit in forums, blogs, bulletin boards, or any other publicly accessible service or website.

Personal Information of Children

We have designed our site for parents and adult caregivers, not for children. For that reason, we do not knowingly collect personal information from children who may visit our site, and we do not want to include any such information in our customer databases. We recommend that parents monitor their children’s use of the Internet. A parent or caregiver who has a question about our Privacy Policy as it applies to children may contact us at [REDACTED]¹.

Use of Your Personal Information

Our primary goal in collecting information from you is to provide you with a smooth, efficient and customized experience while using our site. We will never give your information to, or share your information with, any third party not affiliated with or owned by us, except as permitted by law and as provided in this Privacy Policy. We will send personally identifiable information about you to other companies or people when we:

- have your consent to share the information;
- when posting publicly viewable content on the site;
- need to share your information with third parties for a bona fide business purpose; or
- respond to subpoenas, court orders, or legal process or find that your actions on our site violate our Terms of Use or any other policies posted on our site.

Profile

We store information that we collect through cookies and log files to create a profile of our customers. A profile is stored information detailing how individual customers use the site. Collected information in a profile is tied to the customer’s personally identifiable information.

¹ Webmaster: ensure correct contact information is included. We may prefer that these types of inquiries be made in writing, so consider inclusion of physical mailing address, in lieu of inclusion of telephone number.

However, your profile is used solely for internal purposes in order to help us improve the experience of our customers. We do not share your profile with any third parties.

Cookies

A cookie is a small text file stored on the customer's hard drive for an extended period of time. The cookies can be removed by following Internet browser help file directions. Allowing a related cookie to remain on your computer makes it easier for you to log in to and use the site.

Log files

Log files record internet protocol (IP) addresses, browser types, internet service provider referring/exit pages, platform type, date/time stamp, and number of clicks to analyze trends, administer the site, track a customer's movement in the aggregate and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information.

Posting Content

You may voluntarily post or link to content on this site that is publicly viewable. By doing so, you consent to us sharing the posted content, including the name and email address associated with that content.

Disclosure of Personal Information As Required By Law

We will disclose personal information when required by law, or if we have good-faith belief that such action is necessary to (a) comply with current judicial proceedings, a court order or legal process served on us, (b) protect and defend our rights, or (c) protect the rights, property, and other interests of our users or others.

Business Transitions

In the event that we go through a business transition, such as a merger, acquisition by another company, or sale of a portion of our assets, any personal information you provide us may be part of the assets transferred. You will be notified via prominent notice on our site prior to a change of ownership or control of their personal information. If, as a result of the business transaction, your personally identifiable information will be used in a manner materially different from that stated at the time of collection, you will be given a choice consistent with the "Notification of Changes" paragraph below.

Links

Our site may contain links to and portions of other sites. We are not responsible for the privacy practices or content of these other sites. When you leave our site or view a portion of a third party's site through our site, we encourage you to read the privacy policies, as well as the other terms and conditions, of each such other site. This Privacy Policy applies solely to information we collect on our site.

Security

Wherever your personal information may be held by us or on our behalf, we intend to take commercially reasonable and appropriate steps to protect the personal information that you share with us from unauthorized access or disclosure. However, given the nature of the Internet and the fact that network security measures are not infallible, we cannot guarantee the security of

your information. We use encryption to protect sensitive information online. The servers that store your personally identifiable information are housed in a secure environment. We also make an effort to protect your information off-line.

If we ever require you to register with us before being able to access a specific section of our site, we may ask you to select a username and password. We recommend that you do not divulge your password to anyone. We will never ask you for your password in an unsolicited phone call or in an unsolicited email. Also, remember to sign out of the registered site and close your browser window when you have finished your work. This is to ensure that others cannot access your personal information and correspondence when accessing your computer.

Correcting, Updating, Deleting or Deactivating Personal Information

If your personally identifiable information changes, you may contact us to correct, update, delete or deactivate our record of your personally identifiable information.

Notification of Changes

We may amend this Privacy Policy from time to time. If we make any substantial changes, we will prominently post a notice on the main page and other pages to alert you of the change.

Contact Information

If you have any questions about this Privacy Policy, please contact us at: Webmaster, The Grove School, [650 Holladay Street, Suite 1400, Portland, OR 97232]².

² Webmaster: Please insert correct contact information and/or link.