

Grace Church Privacy Notice

This privacy notice tells you what to expect when *Grace Church* collects personal information. Your privacy is important to us, and we are committed to safeguarding the privacy of your information. We do all that we can to ensure that the data we hold is accurate, adequate, relevant and not excessive.

Why are we collecting your data?

We collect personal data to provide appropriate pastoral care, to monitor and assess the quality of our services, to fulfil our purposes as a church and to comply with the law regarding data sharing. In legal terms this is called 'legitimate interests'. When it is required, we may also ask you for your consent to process your data.

The categories of information that we may collect, hold and share include:

- Personal information (such as name, telephone number, address and email address)
- Characteristics (such as gender, ethnicity, language, nationality, country of birth)

Storing your data

We hold your data for varying lengths of time depending on the type of information in question but in doing so we always comply with Data Protection legislation.

Who do we share your information with?

We will not share your information with 3rd parties without your consent unless the law requires us to.

Requesting access to your personal data

Under Data Protection legislation, you have the right to request access to information about you that we hold. To make a request for your personal information contact us as detailed below.

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection

For further information on how your information is used, how we maintain the security of your information and your rights to access information we hold on you please contact us via:

Email: office@gracechurchuk.org; Tel: 01722 333351

Address: The Caretakers Bungalow, Sarum Academy, Westwood Road, Salisbury, SP2 9HS

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns/>