

## Church Privacy Notice

### How Romford Evangelical Free Church (“we”) use your information



Your privacy is important to us. We are committed to safeguarding the privacy of your information and adhering to relevant Data Protection legislation.

#### **Why do we collect and use your information?**

We collect and use your information to contact you regarding our activities, to provide appropriate pastoral care, to monitor and assess the quality of our services, to fulfil our purposes as a church.

We may contact you about our events and activities by post, telephone, email or online based on the consent you gave us when we collected your information.

#### **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, health or personal issues)

#### **The basis for processing your data may include:**

Consent, contractual necessity, legal obligations, vital (life or death) interests, public interest or other legitimate interest.

#### **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 third parties without your consent unless we are required by law to do so.

#### **Requesting access to your personal data**

Under Data Protection legislation, you have the right to request access to information about you that we hold. Please contact [church@romford-evan.co.uk](mailto:church@romford-evan.co.uk) to make a request for your personal information

You also have the right to:

- 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;
- claim compensation for damages caused by a breach of the Data Protection regulations.

#### **Contact:**

If you would like to discuss anything in this privacy notice, or request 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 [church@romford-evan.co.uk](mailto:church@romford-evan.co.uk)

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. If necessary, you can go directly to the Information Commissioner’s Office at <https://ico.org.uk/concerns/>