

## **St Mary's Church Higham Privacy Notice**

When you become a member, attend an event or visit the church, the personal information you provide (e.g.name, address) will be processed and stored for statistical purposes and so that it is possible to keep in touch with you about the Church.

**The Friends of St Mary's Church Right to Process Information** is covered by GDPR Article 6 (1) (a) and (e) (Data Protection Act 1998) – “Processing is with consent of the data subject”.

### **We promise:**

- To only collect the limited amount of information about you that is necessary to keep you informed about the Church.
- Not use profiling, sell or pass your data to third parties.
- Not to use your data for purposes other than to keep you informed about the Church.
- To make sure your data is stored securely.
- We will delete all information when it is no longer needed.
- To regularly review how we protect your data.
- We will not process any data relating to a child (16 and under) without the consent of parent/guardian of the child concerned.
- You do have the right to request access to the information we have on you.
- We will update your details if you contact us because you believe the information we have about you is incorrect.
- If you wish to stop receiving information about the Church we will remove your details from our records.

### **Right to Object**

If you believe that your data is not being processed for the purpose it has been collected for, contact us to object (details above).

### **Complaints**

If you have a complaint regarding the way your personal data has been processed you may make a complaint to The Friends of St Mary's Church (details above) and the Information Commissioners Office [casework@ico.org.uk](mailto:casework@ico.org.uk) Tel: 0303 123 1113.