

Hastings, Bexhill and Rye Methodist Circuit Privacy Statement and Data Policy

Overview

The privacy of our attendees, members, worship leaders, preachers, ministers and other workers is very important to us and we know that it matters to everyone that any information we hold about individuals be kept safe and secure and that everyone is protected from unwanted and unsolicited contact. We recognise as well that in order for information about services and events throughout the circuit to be made fully available to all concerned then it must be shared and accessible. With this in mind and with the introduction of the new General Data Protection Regulations (GDPR) it is necessary going forward that we have explicit consent from each individual that their personal data be held.

We aim to be as clear as possible about how and why we use this personal data however if our Privacy Statement and Data Policy does not fully satisfy your questions then please contact us.

What is "Explicit Consent"?

Going forward it can no longer be implied that permission has been given for personal data to be stored or used, even if we have been told the individual's name, age, date of birth or address, it is necessary that we have their permission in writing consenting to us storing it. This could be physical consent (such as a letter or a form) or electronic consent (such as an e-mail or text message).

What Data Do We Hold?

The circuit, its ministers and its churches hold information about our attendees, members, worship leaders, preachers, ministers and other workers. We only capture this information with the permission of each individual. This can include information such as name, address, phone number, email address, date of birth, church attended and roles held. This information enables us to keep a record of church attendance and to inform individuals of upcoming services, events and meetings as well as enabling us to perform pastoral care for all our members.

We will only collect and hold personal data if we have the explicit consent of the individual. This consent may be withdrawn at any time at the request of the individual.

What Do We Use The Data For?

Personal data stored within the circuit will be used to monitor church attendance, enable pastoral care and inform people of upcoming services, events and meetings.



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How Do We Handle Data?

Personal data stored by the circuit may be held in physical records (such as printed or hand written forms) or electronic records (such as spreadsheets and text documents). These records will either be held at circuit offices or by registered circuit leaders.

How Long Do We Hold Data For?

We will continue to review the way we store and use personal data ensuring that we do not hold onto data for longer than necessary. Personal data of attendees and/or church members will be held during the full time of their attendance/membership and may be held for up to two years afterwards to allow for ongoing pastoral care.

Who Do We Share Personal Data With?

No-one. The circuit does not sell or pass information to third parties and we will always refuse such requests. We do not pass any personal data on to other organisations or individuals for marketing purposes.

Rights and Objections

All individuals have the right to:

- Be informed. We hope that this policy answers any questions you may have but if you have any concerns please contact us.
- Get access to their personal data. Individuals can ask to see their data at any time.
- Ensure their data is up to date. We will do all we can to ensure that personal data is up to date and protected. If any details change or are incorrect please contact us.
- Be forgotten. Individuals have the right to ask us to erase their information.

Objecting to how we use your personal data

Anyone has the right to object to how we use their personal data. Specifically, they have the right to object to:

- Our decision to use your personal data when we think we have a legitimate interest
- Any direct marketing
- Any time we choose to use personal data for scientific purposes or historical research and statistics.

And Finally ...

If you have any concerns or questions regarding anything you have read in our Privacy Statement and Data Policy or any other matter pertaining to privacy or data security please contact us.

