



St Paul with All Saints Church seeks to encourage all people to know Jesus Christ by growing in a personal relationship with him, with one another and with the community.

## Privacy Notice 2022

The PCC of St Paul with All Saints Church are committed to the protection of the rights and freedoms of individuals in accordance with the provisions of the GDPR. We will comply fully with the requirements of the GDPR and will follow procedures which aim to ensure that all persons who have access to any personal data held by or on behalf of the PCC of St Paul with All Saints Church are fully aware and abide by their duties and responsibilities under the legislation.

We will ensure that all personal information is processed properly however it is collected, retained and used or otherwise processed; on paper, in computer records or recorded by any other means. Accurate, proportionate and up to date records are kept ensuring a good framework of support for all personnel connected to St Paul with All Saints Church and to comply with employment, charity and legal requirements.

### What information do we collect:

- Basic details, such as name, address, phone number, date of birth
- Financial details in relation to donations or offertory giving

### Who will the information be shared with:

We will not disclose any information to third parties without your explicit consent, unless there are exceptional circumstances, such as when the health or safety of others is at risk or where the law requires the disclosure of information.

### How information is retained and kept safe:

Information is retained in secure electronic and paper records and access is restricted to only those who need to know. Technology allows us to protect information in the main by restricting access. Our guiding principle is that we are holding your information in strictest confidence, information provided in confidence will only be used for the purposes to which you consent, unless there are other circumstances covered by the law.

### Access to your information:

Under GDPR a person may request access to information (with some exceptions) that is held about them by an organisation.

You have the right to refuse or withdraw consent to information sharing at any time. You have the right to withdraw your records.

For more information on how to access the information we hold about you or to withdraw consent please contact:

Parish Administrator  
St Paul with All Saints Church  
Magpie Hall Road  
Chatham. ME4 5NE  
Office.allsaintschatham@gmail.com  
01634 566847

You can contact the Information Commissioners Office on 0303 123 1113 or via <https://ico.org.uk/global/contact-us/email/>