Privacy Policy (updated Nov 2020)

LifeChurch Brackley is committed to handling your data in accordance with GDPR, and we will never collect or use your data without your consent. If you have any questions on this policy or on your data held by LifeChurch Brackley, please get in touch at info@lifechurchbrackley.com.

This policy

This policy applies to persons who provide their data to LifeChurch Brackley through an online Google Form or similar third party mechanism. A separate <u>Privacy Policy</u> applies to users who provide their data to LifeChurch Brackley by signing up through the <u>LifeChurch Brackley website</u>.

Our principles

LifeChurch Brackley is committed to storing and using your data in accordance with the following principles. We are committed to protecting your privacy and respecting your consent. Within each principle, we make several promises with regards to handling your data lawfully and responsibly.

1. Your privacy matters.

- We promise to never share your information with third parties without your consent.
- We promise that your data will be held securely and confidentially
- We promise only to collect the minimum data necessary for the purposes for which the data will be used.
- We promise that the minimum necessary number of people will have access to your data. This is normally limited to one Data Processor and one Data Controller.

2. Your consent matters.

- We promise to only hold and use your data for the purposes you have consented to.
- We promise that you can find out what data LifeChurch Brackley holds for you by emailing <u>info@lifechurchbrackley.com</u>.
- We promise that you can withdraw such consent at any time by clicking 'unsubscribe'
 on an email received from LifeChurch Brackley or by emailing
 info@lifechurchbrackley.com with the subject 'Withdraw Consent.'

How will LifeChurch Brackley process my data?

LifeChurch Brackley will adhere to the following processes in order to protect your data.

1. Your data will only be used for the below reasons:

- To contact you with regard to LifeChurch Brackley events.
- To communicate opportunities for further engagement with LifeChurch Brackley.
- To share information regarding LifeChurch Brackley activity within the community.
- To help LifeChurch Brackley improve the service we offer.

2. Your data will be stored in accordance with the below safeguards:

- Your data will be held securely and confidentially within a password-protected system.
- Access to data will be restricted to those who reasonably require access to it.
- Your data will be destroyed if it is no longer required or if you withdraw your consent.
- Your data will only be held and used for a lawful purpose under the GDPR requirements.

Further contact

You may at any time complain to the Information Commissioner's Office about how LifeChurch Brackley has processed your personal information. You can contact the Information Commissioner's Office via its website at www.ico.org.uk or at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

You may contact LifeChurch Brackley at any time with any questions regarding this policy or how your data is processed by emailing info@lifechurchbrackley.com.