



LIVINGSTONE CHRISTIAN
CHURCH EDINBURGH
愛丁堡活石基督教會

Privacy Notice

- The U.K. General Data Protection Regulation (GDPR) had been implemented by the Data Protection Act 2018.
- We are committed to safeguarding the privacy of your information. Once we have received your information we will use strict procedures and security features to try and prevent unauthorised access.
- We will collect and handle your personal information either with your consent or, particularly in case of members, because it is necessary for us to do so for the purposes of our legitimate interests outlined below.

How do we process your personal data

- To tell you about events the church is running that may be of interest to you
- To keep members updated on matters pertaining to the life of the church
- To provide pastoral care, support, teaching and challenge for you in accordance with the teaching in the Bible
- To enable us to maintain appropriate safeguarding arrangements for our young people and vulnerable adults
- To help you identify where you could serve in the life of the church
- To help us organise rotas, Growth Groups, and to communicate with you
- To help us ensure that, if a member, you continue to meet the criteria for and obligations of membership
- To administer donations and, where mandated, to reclaim tax from HMRC

What type of information do we collect

- Personal information (such as name, telephone number, address and email address)
- Gender, marital status, date of birth and/or age
- Your participation in rotas for service in the church
- Your participation in Growth Groups or other ministries
- Your instructions regarding donations to the church

How long do we keep your personal data?

- We will keep some records permanently if we are legally required to do so. We may keep some other records for an extended period of time. For example, it is current best practice to keep financial records for a minimum period of 7 years to support HMRC audits. In general, we will endeavour to keep data only for as long as we need it. This means that we may delete it when it is no longer needed.



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Sharing personal data

- We will not share your information with third parties without your consent unless the law requires us to do so. Your personal data will be treated as strictly confidential and will only be shared with other members of the church in order to carry out a service to other church members or for purposes connected with the church.

Request access to personal data

- Under Data Protection legislation, you have the right to request access to information about you that we hold. To make a request for your personal information, please contact our Church.

The right you can exercise

- Ask us not to process your personal data for the purposes of informing you of events and other opportunities
- Object to processing of personal data that is likely to cause, or is causing, damage or distress
- Not processing for the purpose of direct marketing
- In certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed
- 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 or directly to the Information Commissioner's Office at <https://ico.org.uk/>

Contact details

Livingstone Christian Church Edinburgh (Gathering place at Marchmont St. Giles' Parish Church)

Address: 3 Kilgraston Road, Edinburgh EH9 2DW

Phone : +44 7309089988

Email : info@livingstonecce.org.uk