



## WEBSITE PRIVACY POLICY

### The Benefice of St Mary's Church Wollaston, St Romwald's Church Strixton, St Mary's Church Bozeat and St Peter & St Paul Church Easton Maudit

#### **Your personal data – what is it?**

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR") which became law in May 2018.

**The WEBS Benefice** is committed to protecting and respecting your privacy. This policy (together with any other documents referred to on it) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our practices regarding your personal data and how we will treat it.

The websites involved are wholly owned by the respective churches:

St Mary's Church Wollaston website: <https://stmaryswollaston.com>

and St Mary's Church Bozeat website: [www.bozeatchurchstmarys.com](http://www.bozeatchurchstmarys.com)

#### **Information we may collect from you:**

We may collect information from you online in the following ways:

- When a beneficiary benefits from our services;
- When you have donated to us via any method;
- You have used our services or benefited from your usage;
- Through our use of cookies if applicable (please see the cookies section below);
- Through your request for publications and other marketing materials;
- Through your request for information about our services and related topics and events;
- Through your registration for events;
- When you apply for a job;
- When you are employed or contracted;
- Through your contacting us with enquiries and comments;
- Through your donation or publication purchase.

If you take one of the steps mentioned above, we may collect and process personal information about you such as:

- Your name, address, email address and other contact information;
- Records of your correspondence with us, if you have contacted us;
- Interests;
- Donation history;
- Details of your visit to the website;
- Information about your educational/professional experiences, and any other information provided to us in your comments.

**Where we store your personal data:**

The data that we collect from you may be transferred to, and stored at, our servers in the UK. We will take steps to ensure that appropriate measures to protect your information are in place.

**Uses made of the information:**

We will process any of your personal data, in accordance with our obligations under applicable data protection laws and regulations, for the following reasons: to provide you with the services you have requested; to comply with applicable laws and regulations; for administrative purposes; to assess enquiries; and to provide you with information about us and our services. If, at any time, you do not wish to receive further information about us and our services, contact the Benefice Administrator.

**Disclosure of your information:**

We may disclose your personal information to third parties if we are under a duty to disclose or share your personal data in order to comply with any legal obligation, or in order to enforce or apply any agreements; or to protect the rights, property, or safety of others. This includes exchanging information with other organisations for the purposes of safeguarding or other statutory regulations we have to comply with.

**Your rights:**

You have the right to ask us not to process your personal data for marketing purposes. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data. You can also exercise the right at any time by contacting the Benefice Administrator.

**IP Addresses:**

We may collect information about your computer, including where available, your IP address, operating system and browser type, for system administration. This is statistical data about our users' browsing actions and patterns, and does not identify any individual.

**Cookies:**

Our websites currently do not use cookies to record visits to the website.

**Contact Details**

To exercise all relevant rights, queries or complaints please in the first instance contact the Benefice Administrator, Jean Rose at 2 Manchester Road, Wollaston, NN29 7SR.

Phone 01933 663778. Email [jeanerose@btinternet.com](mailto:jeanerose@btinternet.com)

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF