

Privacy Policy

St James' Church, Silsden

Our Vision is to be a Jesus-Shaped Church

Adopted:

Our Church depends on people – you! Thank you. The work of our church means that we may obtain information about you. You are important so it is important that the St James Parochial Church Council (PCC) ensures that when we receive your private information we look after it.

1/ What is personal data?

Personal data is data relating to a living individual who can be identified from that data. So, personal data includes things like your addresses (email and postal) and telephone numbers.

2/ How will we look after your personal data?

We'll do our best to keep it up to date, and we'll keep it safe.

3/ What will we use it for?

For organising our worship and work as a church – including:-

- keeping our membership record (the Electoral Roll)
- ensuring Gift Aid information is kept so that we can properly claim the tax back
- conducting occasional surveys
- informing you of news, events, activities and services running at St James' Church and Church Hall, Silsden

4/ How will we share it?

Your personal data 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. We will not share your details with anyone outside the Church unless you agree or where you have an official role in the Church (when we will have to send your contact details to the Diocese).

Full details of our obligations regarding your data are on our [website](#). This is the link to our Privacy Notice which sets out our obligations in more detail. It also explains the legal basis for holding your data (being a church is a specific legal reason for holding your data) and provides details of your rights regarding your data being held by St James Church. A copy of this notice will also be pinned to the notice board in the Church Hall.

St James Church Silsden PCC (Parochial Church Council)

Reviewed April 2024