



Letchworth Baptist Church Young People's Privacy Notice

Privacy Notice for those under 16 years of age

At Letchworth Baptist Church we take the security and protection of personal information seriously. Unless stated otherwise in this notice we will not give your personal details to anyone else without your parent or guardian's permission unless required to do so by law.

If you want to come to one of our activities or clubs we ask you to register using this form the first time you come, even if you only come once. To keep things up to date, if you continue to come, we will ask you to register again each year, usually in September.

We keep and use the personal information you have given so we can look after you properly, know who to contact if something goes wrong, to let you know of changes to your activity or club and to tell you about other activities that may interest you. We will keep the information you give us for two years after you have stopped coming along.

We use your information in these ways because it is reasonable for us to do so (this is called "Legitimate Interest").

Under Data Protection laws, you and your parents or guardians have the right:

- To ask to see the information about you that we hold
- To ask us to stop using your information on the basis of Legitimate Interest or if it is likely to, or is causing distress or damage to you.
- To prevent us using your information for direct marketing
- In certain circumstances to have inaccurate information corrected, blocked, erased or destroyed
- To claim compensation for damages caused by a breach of the Data Protection regulations.

For further information on these rights, how we use your information and how we keep it safe, or to ask to see our data Protection Policy, please contact the Data Protection Elder or Church Secretary using the details provided.

Speak to the Data Protection Elder or Church Secretary

Email: letchworth.baptist@googlemail.com Subject Line: For the Attention of the Data Protection Elder

Phone: 07527 058600

If you are concerned about the way we collect or use your personal information you should raise your concern with us first or directly with the Information Commissioner's Office at <https://ico.org.uk/concerns>

If you would like to discuss anything in this Privacy Notice, please contact the Data protection elder or Church Secretary using the details provided.

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A charity registered in England and Wales: Registration Number 1173298