

## **Jubilee Church Wirral 2018 Privacy Policy**

At Jubilee Church Wirral, we collect different types of information about our users for the following main reasons:

- To be able to communicate with users by email and other means.
- To be able to register users into events
- To be able to collect donations and claim gift aid
- To help us to improve the service we offer.

### **Our principles**

We are absolutely committed to protecting your privacy. Our policy can be summarised in one sentence: we will not share your information with others without your consent.

*We have established the following two principles:*

- We will respect your email privacy. You will only receive email from Jubilee Church Wirral in relation to Jubilee Church Wirral matters e.g. latest news, future events, funding opportunities, etc.
- We will not share any individual user details (including your email address) to any third party without your consent.

### **What information do we collect?**

We collect information on our users through email sign-up, contact forms, donation forms and/or registration at an event.

- For email sign-up and contact forms we keep the minimum information needed to identify you and be able to communicate with you.
- For registration, we ask for information necessary for event badges, payment confirmation i.e. name and address, dietary needs and contact details. For donations, we keep the minimum information necessary to verify payments and claim Gift Aid.

### **Who will have access to your information?**

By default, your personal information will be visible to our internal, authenticated users of the site. Such personnel are only allowed to use that data for Jubilee Church Wirral purposes. They are not allowed to transfer it to another organisation.

### **What else you should know about privacy?**

Remember to close your browser when you have finished your user session. This is to ensure that others cannot access your personal information and correspondence if you share a computer with someone else or are using a computer in a public place like a library or Internet cafe. You as an individual are responsible for the security of, and access to, your own computer.

Please be aware that whenever you voluntarily disclose personal information over the Internet that this information can be collected and used by others. In short, if you post personal information in publicly accessible online forums, you may receive unsolicited messages from other parties in return.

Ultimately, you are solely responsible for maintaining the secrecy of your information. Please be careful and responsible whenever you are using the Internet.

Our pages may contain links to other websites, and you should be aware that we are not responsible for the privacy practices of other websites.

### **Any Questions?**

Contact us via email at [info@jubileechurchwirral.org.uk](mailto:info@jubileechurchwirral.org.uk)

*Jubilee Church Wirral is a Christian church in association with **Christ Central Churches** and **Newfrontiers**.*

*We are a charitable company limited by guarantee registered in England and Wales, No: 7960759.*

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