**Appendix 4- Privacy Policy**

Hesters Way Baptist Church (HWBC) values your right to privacy. Our GDPR Policy statement:

*Hesters Way Baptist Church is committed to protecting personal data and respecting the rights of our data subjects; the people whose personal data we collect and use. We value the personal information entrusted to us and we respect that trust, by complying with all relevant laws, and adopting good practice.*

Your personal data will be stored and processed for the purposes for which you have consented.

If you have subscribed/ opted in to receive emails, calls, letters or any correspondence from us, your personal data will be used to keep you informed about HWBC activities, news, prayer diaries etc. If you no longer wish you receive this correspondence, please contact a Deacon and we will remove your details from our list.

Service users’ personal data may also be used on an aggregated and anonymised basis for the purposes of monitoring and improving HWBC services (for example, numbers and ages of children’s club attendees).

HWBC will only share personal information if necessary, for example with a partner organisation if we are running a joint event. We will inform you of this and require consent before going ahead. HWBC will not otherwise share your personal data with a third party without your consent unless there is an overriding legal obligation to do so or a risk to personal safety.

You have the right to:

* request access to your personal data
* request rectification if any of your personal data is incorrect
* withdraw consent for the storing and processing of your personal data
* request permanent removal of your personal data from HWBC systems.

The Data Controller for HWBC is one of our Deacons, and all enquiries relating to your personal data should be directed to them at Rev Tim Welch, Hesters Way Baptist Church Ashland road, Cheltenham, GL51 0DH, or preferably email on tim.welch@hestersway.org

If you are not satisfied with HWBC handling of your request, you have the right to complain to the Information Commissioner’s Office, which can be contacted on 03031231113 or via https://ico.org.uk