



Southside Christian Fellowship
16D Beresford Terrace, Ayr, KA7 2EG
01292 880772
www.southsidechurch.co.uk
Registered Charity Number: SCO22117

PRIVACY POLICY

Under Data Protection legislation the church Charity Trustees of Southside Christian Fellowship are the Data Controller and can be contacted by ringing 01292 880772 or emailing southsidechurchayr@gmail.com

We are collecting this information to enable the church to keep in touch with you and provide pastoral support as appropriate. Data Protection legislation allows us to process this information as we regard it as being in the church's legitimate interest.

Your name and contact details will be entered into our database which will be held on the church office computer which is password protected and accessed only by the Pastors, Church Secretary, Church Administrator and staff. Your contact details will be removed from the database once you are no longer a member of the church – unless you ask to remain as part of the church family.

To enable us to provide adequate pastoral support to you and your family, we may record information which may be regarded as sensitive. This information will be stored (in password protected documents) on a church computer but the password will only be known by the Pastor.

We will not disclose your information to anyone without your consent unless we are required to do so by law, or to protect members of the public from serious harm.

You have the right to ask to see any information we hold about you (including the pastoral support information) by submitting a 'Subject Access Request' to the Church Secretary. You also have the right to ask for information which you believe to be incorrect to be rectified.

If you are concerned about the way your information is being handled, please contact us using the above details. If you are still unhappy you have the right to complain to the Information Commissioners Office.