

KBC's Foodbank is committed to protecting your privacy and making sure the data you provide us with is kept safe. This statement explains how we collect, store and use your information.

Lawful Basis

As part of the work of the church, we need to process personal data. We undertake to gather and process this data on the lawful basis of consent and under condition 9(2)d of GDPR, in the terms of which we process data in the course of legitimate activities with appropriate safeguards. Charities have a "legitimate interest" in informing their members about the church's activities and needs.

Whose information do we hold and why?

We process data in relation to members, former members and those having contact with us, in connection with the pursuit of our purposes as a church.

We collect personal information each time you deal with us. For example, when you request information, sign up for an event, make a donation, join membership, or otherwise provide your personal details. We will use this information to keep in contact with you in the ways you have asked us to, via phone, email and post, depending on your preferences and the nature of the communication.

We collect sensitive personal data, including, but not limited to, your religious beliefs, or your physical or mental health. We will use this data to enable us to provide services you have requested, such as providing pastoral care, church youth activities, etc. We will never disclose this information without your consent unless required by law.

How long will we keep this information & your rights concerning it?

We will keep your data for the period of your involvement with the church. It may also be archived as part of our historical records and for statistical purposes.

You have the right to request access to your personal data held by us, to change and update those details. You can also withdraw consent for us to hold your data at any time and we will immediately take action to delete/ destroy it. Your provision of this data is not part of a statutory requirement or obligation. If you would like to view our retention policy or query any of the above, please contact the data protection contact person.

When we share your data

We will never pass your details to another organisation for marketing purposes. We may

make use from time to time of external companies to store, collect or process personal data on our behalf. We will always exercise due diligence with this matter. We may share your personal information without notice if required to do so by law or by a regulatory body, for example if asked for details by Police Scotland.

Security of your data

We will use appropriate measures to keep personal data secure and protected from unauthorised or unlawful processing, from accidental loss, destruction or damage. We will implement security measures which provide a level of security which is appropriate to the risks involved. We sometimes use cloud based systems to store and process data and therefore data may be processed outside of the UK.

The Data Controller is:	The Data Protection contact person is:
Kirkintilloch Baptist Church, 52 Townhead. Kirkintilloch G66 1NL Email: info@kirkiebaptist.com	Ruth Mitchell Phone: 0141 578 6006 Email: ruth.mitchell@kirkiebaptist.com

Our full data protection policy is available in the Church Office. KBC is registered with the Information Commissioner as a controller ICO 00013113476 and is governed by the Data Protection Act 2018, the UK General Data Protection Regulation (GDPR) and the Privacy and Electronic Communications Regulations 2003 (PECR).

You have the right to lodge a complaint with the Information Commissioner's Office (the Supervisory Authority for Data Protection) on 0303 123 1113. Our ICO number is 00013113476.