

PENZANCE BAPTIST CHURCH

Privacy Policy - May 2018



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

- To provide a useful resource in the form of a paper/online directory for church members.
- To provide an interactive website where email is used to communicate with users.
- To provide a security mechanism whereby we can restrict content to certain groups of users.

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:

1. We will respect your email privacy. You will only receive email from Penzance Baptist Church in relation to areas you have expressly signed up for. All church members automatically receive our regular e-news email - however, should you wish to unsubscribe from this; you can do so at any time via the instructions at the bottom of the e-news email.
2. 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 users through registration. The minimum information we need to register a user is your first and last name, your email address and a password. We also ask for some further, voluntary information so that we can provide a fuller and more useful members directory.

WHO WILL HAVE ACCESS TO YOUR INFORMATION? WHERE IS IT STORED?

You have control over whether or not your details are viewable in the venue specific online members directory. If included only other church members can see this information. Penzance Baptist Church Elders and Deacons will still be able to view your information if you opt out of the members directory.

WHAT ELSE SHOULD YOU KNOW ABOUT PRIVACY?

Remember to close your web-browser when you have finished your session, and if you have logged on as a user, always log out before closing the browser. This is to

ensure that others cannot access your personal information and correspondence, and is particularly important when using a public computer (i.e. in a library, internet cafe, or in a shared office). 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 usernames, passwords and any account 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 on other websites.