

## GDPR

### **Our GDPR privacy notice - we take our responsibilities towards personal data very seriously.**

As part of any administrative responsibilities, the Church of St Mary the Virgin, Chalk in the Diocese of Rochester aims to comply with all laws to provide effective management of any personal data and the safeguarding of personal or confidential material. Our aim is to manage information professionally and intentionally.

Here are some key points:

- We will ensure that any personal data shared with us is stored securely (updated where relevant) and, if necessary or appropriate, destroyed securely.
- For 'role holders' (eg Church Council members) we process data for legal, personnel, administrative and management purposes and to enable us to meet our legal obligations.
- You will receive personalised communications from us either because you have expressed an interest in our activities or have requested our help (eg marriage, baptisms, funerals), you have consented to do so, or because as a 'role holder' we have a legitimate interest to keep you informed of news, resources, events and activities that take place within the parish, or further afield, that you may be interested in and that will help you fulfil your role.
- We will respect your rights as a 'data subject' under the GDPR regulations.
- If you wish us to stop any further communications, we will (commensurate with fulfilling any legal obligations) do so.

If you have any questions or concerns about how we use your data, please contact our data controller by email:  
[vicarofchalk@hotmail.com](mailto:vicarofchalk@hotmail.com)

