Privacy Notice – Summary
Parishes of Ripley, Swanwick & Pentrich

Who we are
The PCCs of **All Saints Ripley**, **St Andrew Swanwick**, and **St Matthew Pentrich**, together with the **incumbent**, act as **joint data controllers** responsible for how your personal data is used and protected.

What data we collect
We may collect: names, contact details, dates of birth, family relationships, attendance information, pastoral and safeguarding information, donation and financial records, and details relating to baptisms, weddings, funerals and confirmations. We may also receive information from funeral directors, schools, and other organisations when needed for ministry or legal responsibilities.

Why we use your data
To provide pastoral care; organise and conduct services; meet legal obligations (electoral roll, banns, safeguarding); maintain accounts and records; communicate about services, events and office-holders; administer employees, ministers, volunteers and office-holders; and support the mission and charitable work of our churches. Our websites may use cookies to improve your experience.

Legal basis
We process data under **legitimate interests**, **legal obligations**, **contracts**, and **consent**. We may process **special category data** (health, religious belief, pastoral needs) under Article 9 UK GDPR and DPA 2018, including substantial public interest and pastoral care. Children's data is handled with additional safeguards.

Sharing your data
Your data is treated as **strictly confidential**. It may be shared only when necessary with clergy and licensed lay ministers; the Derby Diocesan Board of Finance / Education; contractors supporting church administration; other churches for joint activities; safeguarding bodies; government bodies where legally required; and trusted third-party processors (e.g., Church Management Systems, email services). We do not normally transfer data outside the UK.

How long we keep your data
We follow the Church of England retention schedule. Examples: electoral roll (while current), Gift Aid (6 years), parish registers (permanently).

Your rights
You may request a copy of your data; ask us to correct or erase it; withdraw consent; request restriction or objection to processing; request data portability (where applicable); or make a complaint to us or the **Information Commissioner's Office (ICO)**. We may need to verify your identity before fulfilling a request.

Contact
The full version of this privacy notice can be found on our website **https://allsaintsripley.org.uk** (Ripley) / **https://swanpenchurches.org.uk** (Swanwick and Pentrich) or by contacting us.

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ICO: **0303 123 1113** | www.ico.org.uk.