



Bearfield Church – Privacy Notice

Bearfield Church is an independent evangelical church, and registered UK charity (no. 1136765) (“Bearfield”). Through the life and activities of the Church uses information (‘personal data’) about people who are part of the Church community, or who interact with us both in person and online.

This notice describes how Bearfield collects, uses, stores and will dispose of (‘processes’) that information, in order to fulfil our obligations under the UK General Data Protection Regulation, UK Data Protection Act 2018 and other UK laws. Bearfield Church is the Data Controller.

This notice may change from time to time – please check back regularly.

You have the right to make a complaint in relation to any aspect of our processing of your data – please contact the church administrator or a Trustee via admin@bearfield.org. You also have the right to make requests in respect of your data, and to withdraw your consent where this is the lawful basis for our use of your data. More information can be found on the ICO’s website [here](https://ico.org.uk).

What information do we use and why?

Type of data	Source	Reason and lawful basis
Contact information	Directly from you	To share within the Bearfield community with consent, to allow communication between community members, to promote the ministry and activities of Bearfield Church. Consent (Article 6, 1 (a))
Photos and videos	Directly from you, or from other members	To share within the Bearfield community and promote the ministry and activities of Bearfield Church. Consent or Legitimate Interest (Article 6, 1 (a) and (f))
Membership information, including payments to and from Bearfield	Directly from you; From our bank	To administer any payments made to the Church for membership or for other church activities, where there is a fee, or for payments to you. Contract or Legitimate Interest (Article 6, 1 (b) and (f))
Employment records	Directly from you, in the course of your employment	To administer the employment of any individuals employed by the Church Contract or Legitimate Interest (Article 6, 1 (b) and (f))
Trustee, Leadership and Membership meeting records, safeguarding records	Created in the course of work	To administer the Church as a Charity and comply with legal obligations. Legal Obligation (Article 6 (c))



Criminal Record check information	Received from the Disclosure and Barring Service; direct from you.	To comply with safeguarding obligations in respect of protection of children or vulnerable adults for members or staff who provide services as part of the work of the Church, including as volunteers. Consent, Legal Obligation (Article 6, 1 (a) and(c))
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Bearfield also uses data about children who attend our services or activities. This is processed only with parental consent.

Where Church activities require use of your data which is not compatible with the descriptions above, or which require specific consent, you will be informed and/or consent will be sought separately.

Special Category data

Bearfield Church is a religious institution. It is recognised that much of the data we process may allow Special Category data – religious views – to be inferred from that context.

Because Bearfield is a registered charity, we can process this type of data provided that it is not shared without your consent **(Article 9, 2 (d))**.

Bearfield also processes health information about members of the community as part of our ministry, which is shared with members to allow them to offer prayers and provide support to them. This only happens with consent **(Article 9, 2 (a))**.

We may also process health information in the context of planning and delivery of church activities, in order to protect the health and well-being of attendees **(Article 9, 2 (c))**.

Who information is shared with

Bearfield does not share personal data with organisations outside of the Bearfield community except where:

- It is needed to be shared with host venues in organising a trip or activity;
- We are under a legal obligation to do so;
- For the purposes of Recognised Legitimate Interests **(UK GDPR, Annex 2)** such as safeguarding or the prevention or detection of crime, where data may be shared with relevant statutory agencies;
- We are required to do so to support an insurance claim.

Personal data may also be shared with members of the congregation, with your knowledge and consent – for example, in circulation of member/family contact details, or where you have requested prayers on a specific matter. Trustees, Bearfield leadership and others working in voluntary capacities under the remit of the Charity will also have access to the data on a need-to-know basis.

Our website also includes links to Meta platforms, including Facebook. Browsing information, including your visit to the Bearfield website and any interaction with Meta products on or via our site may be shared with Meta, which will be identifiable if you are a Meta customer. Please review



the Meta privacy notice applicable to those services for how they will process your data. This means that your personal data may also be transferred to the United States, under Meta's terms and subject to the US-UK Data Privacy Framework.

How long will we keep your data?

We will keep general member and contact details for as long as you are a member of the community.

Financial, charity and similar records will be held in line with legal obligations. Safeguarding records will be held for a minimum period of 10 years from the closure of any investigation.