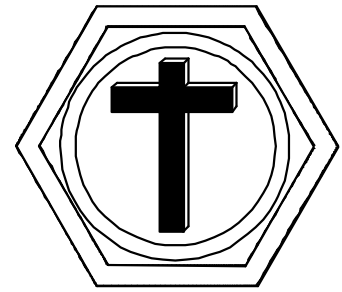


St Luke's Church

Blackbrook Road, Lodge Moor, Sheffield S10 4LQ

Registered Charity No. 1136795



Data Protection – Privacy Statement

The Trustee body of St. Luke's Church, Lodge Moor takes the security and use of Personal Data very seriously and is committed to complying with the Data Protection Act 1998, which regulates the use of Personal Data.

The term Personal Data refers to personally identifiable information such as name, mailing address, e-mail address, date of birth, occupation, health related data, etc.

In accordance with the Data Protection Act 1998, individuals have the right to access any personal information that is being processed/stored subject to it being clear beyond all doubt that the individual requesting sight of the data has the right to do so.

Using Personal Data

- Personal Data is processed only for specific and limited purposes and is restricted to data that is adequate, relevant and not excessive for those purposes.
- The use of Personal Data within St. Luke's will be in accordance with the Data Protection and Information Security Policy as approved by the Trustees which states:

“Access to information within St. Luke's will only be to the extent required by the task being undertaken and will also be restricted to those recognised by the Trustees as needing to have access to enable them to conduct their ministry.”
- Other than as stated below, Personal Data will not be provided to any third parties.
- The trustees may:
 - provide statistical information to interested bodies, but this information will not be used to identify any individual person.
 - disclose information:
 - in connection with any legal proceedings or prospective legal proceedings.
 - to the extent required to do so by law and/or permitted by the provisions of the Data Protection Act.

Inaccurate Data

Personal Data needs to be accurate and kept up to date. Any changes in relevant, personal details should therefore be notified to the appropriate person(s) as soon as possible.

Any questions in connection with this Privacy Statement or data protection in general should be directed to the churchwardens.