

# Privacy Policy

## Who we are

We are the Orthodox Parish of Saint Silouan of Mt Athos, currently worshipping at Ampfield Village Hall, Morleys Lane, Romsey SO51 9BJ. We are a parish of the Diocese of Sourozh, Moscow Patriarchate. Our website address is: [www.stsilouan-soton.org](http://www.stsilouan-soton.org)

## What personal data we collect and why we collect it

We use personal data supplied by you including names, email addresses, postal addresses and phone numbers. In some cases we may hold details of your bank if you have given standing order instructions for donations (or for payments). We are conscious of the need to keep your data secure and accessible only by the clergy, trustees and authorised parish officers, for proper purposes and for the good of the Church and Parish.

We will use this information to contact you about Parish and other Church events, for the promotion of our charitable purposes, for the maintenance of accounting records and Gift Aid, and to send you information about services, other events related to parish life and diocesan life, along with other matters of relevance or interest. Such other matters may include appeals for funds. As noted, we will not provide your details to third parties unless legally obliged to do so, or you have given specific and separate consent.

## Who we share your data with

We may share personal data on baptisms, marriages and funerals with the Diocese of Sourozh (<http://www.sourozh.org/>) for administrative purposes.

## How long we retain your data

We will hold your personal data until we are no longer required to by law or unless you notify us that you withdraw your consent and require

us to delete your data. If you do so notify us, we will retain only such data as is required to substantiate Gift Aid claims or other legal obligations. We keep a permanent record of data on baptisms, weddings and funerals.

## **What rights you have over your data**

You can request to receive a copy of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative or legal purposes.

## **Where we send your data**

Your data is processed and stored in the United Kingdom.

## **Your contact information**

If you have privacy-specific concerns, you can contact us by emailing us via the contact page on our website.