

# **Trinity Presbyterian Church**

## **Bangor**

---

### **Consent Policy**

#### **Introduction**

Where consent is required, we will ensure that we obtain consent in such a way that it is:

- freely given
- specific
- informed and
- unambiguous.

We will obtain consent by a positive opt-in and will not infer it from silence, pre-ticked boxes or inactivity.

We will put in place and communicate simple ways for people to withdraw consent should they wish to do so.

Where we, as a congregation, are supplied with a form of consent by a third party (for example, GB, BB, Taking Care or an event organiser) we will review it for GDPR compliance before using it. Where we are solely responsible for designing a form of consent, we will do so in a manner which is consistent with data protection guidelines.

#### **Children**

Under GDPR in the UK anyone under the age of 13 is considered a child for the purpose of obtaining consent for personal data processing.

Where consent is required for a child under 13 years of age, then this must be obtained from a person holding “parental responsibility”.

For children aged 13 and above, consent may be given by the child.

In the Republic of Ireland, the relevant age is 16.

The Presbyterian Church in Ireland encourages parents or guardians to discuss with their children the importance of personal data and the intention of data protection legislation.

Bearing this in mind and taking into consideration the desirability of having consistency across PCI, we will design our consent forms where children are involved as follows:

- For children under the age of 13, consent must be obtained from a person holding “parental responsibility”;
- For children over 13 but under the age of 16, there is the opportunity for sign-off by both parent/guardian and the child,
- For children aged 16 and over, sign-off is by the child.

# **Trinity Presbyterian Church Bangor**

---

## **Church Member Explicit Consent**

We, **Trinity Presbyterian Church**, are the data controller for the purposes of data protection legislation.

### **Information we collect and how we use it**

We comply with our obligations under GDPR by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure, and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes:

- To enable us to provide pastoral care;
- To administer membership records;
- To manage our employees and volunteers;
- To fundraise and promote the interests of our church;
- To maintain our accounts and records (including the processing of gift aid applications);
- To inform you of news, events, activities and services running at our church or run by us; and
- To share your contact details with the Presbyterian Church in Ireland, so they can keep you informed about news and events, activities and services in which you may be interested.

### **We request your explicit consent for the following:**

We would like to use your [brief description of personal data: e.g. name, contact details, image] for the purposes of [brief description of purpose].

If you agree, then please sign below to indicate your consent.

Signature .....

Name ..... Date .....

You can withdraw consent at any time by contacting the Church Office (details below).

For more information about how we hold your data and your rights under data protection legislation, please see our Data Privacy Notice on display in our Church vestibule and halls or visit our website to see our full data protection policies.

### **Trinity Presbyterian Church**

**Address:** Main Street, Bangor, Co Down BT20 5AF

**Website:** [www.trinitybangor.org.uk](http://www.trinitybangor.org.uk)

**Telephone:** (028) 9145 6619

**Email:** [secretary@trinitybangor.org.uk](mailto:secretary@trinitybangor.org.uk)

Registered Charity in Northern Ireland (NIC: 105214)

# Trinity Presbyterian Church

## Bangor

---

### Attending an Event or joining an Organisation

We, **Trinity Presbyterian Church**, are the data controller for the purposes of data protection legislation.

#### Information we collect and how we use it

We require the following information from you to register you for **[insert the name and date of the event or organisation]**. We are collecting this information to enable us to run the event/organisation **[delete as appropriate]** safely, to protect your interests in respect of dietary and medical requirements, and to ensure we can keep you informed about the event/organisation and contact you (or a nominated adult) in case of emergency.

Data Protection legislation allows us to process this information as we regard it as being in the church's legitimate interest. If you are unable to supply the information requested, we will be unable to accept your participation.

We encourage parents and children to discuss the importance of personal data protection. A child for data protection purposes in the UK is under 13. Where your child is under 13, the parent/guardian must sign; if aged 13-15, we encourage both the parent/guardian and child to sign; and over 15, the child alone can sign.

#### Information **[Add/delete or amend as necessary]**

Name:

Address:

Email:

Age/Date of Birth (for a child):

Phone number:

Emergency contact number:

Special dietary requirements:

Medical information (e.g. allergies):

.....  
Signature of Parent/Guardian

.....  
Signature of Child

If you would like to be kept informed of other similar events, please tick this box. ☐

We may wish to use any photographs, video or audio on our website or in our publications, or to share within the Presbyterian Church in Ireland. To give consent for images and audio to be used, please tick this box. ☐

You can withdraw consent at any time by contacting the Church Office (details below).

For more information about how we hold your data and your rights under data protection legislation, please see our Data Privacy Notice on display in our Church vestibule and halls or visit our website to see our full data protection policies.

### Trinity Presbyterian Church

**Address:** Main Street, Bangor, Co Down BT20 5AF

**Website:** [www.trinitybangor.org.uk](http://www.trinitybangor.org.uk)

**Telephone:** (028) 9145 6619

**Email:** [secretary@trinitybangor.org.uk](mailto:secretary@trinitybangor.org.uk)

Registered Charity in Northern Ireland (NIC: 105214)

# **Trinity Presbyterian Church**

## **Bangor**

### **Visitor Consent**

We are delighted that you have come here today and hope you feel at home. If you would like to be informed of future events and other church news, please sign below and let us have your contact details.

Signature ..... Name .....

Phone ..... Email .....

We may add you to our mailing list. You can unsubscribe at any time by contacting the church office (details below).

For more information about how we hold your data and your rights under data protection legislation, please see our Data Privacy Notice on display in our Church vestibule and halls or visit our website to see our full data protection policies.

### **Trinity Presbyterian Church**

**Address:** Main Street, Bangor, Co Down BT20 5AF

**Website:** [www.trinitybangor.org.uk](http://www.trinitybangor.org.uk)

**Telephone:** (028) 9145 6619

**Email:** [secretary@trinitybangor.org.uk](mailto:secretary@trinitybangor.org.uk)

Registered Charity in Northern Ireland (NIC: 105214)