

Privacy Policy

This privacy policy explains how we use your personal data and your rights and options. We are committed to protecting your privacy. At all times we aim to respect any personal information you share with us and keep it safe.

Personal data relates to a living individual who can be identified from that data, either by the information alone or in conjunction with other information in the data controller's possession or likely to come into its possession. The processing of personal data is governed by the UK General Data Protection Regulation (UK GDPR).

1. Who are we?

God Central Church, Harlow is currently the data controller. This means it decides how your personal data is processed and for what purposes.

Registered Charity Number: 1144715.

God Central Church is in the process of transitioning to a new legal entity under the name **Mosaic Church Harlow**. Once this transition is complete, Mosaic Church Harlow will become the data controller and will assume responsibility for all personal data previously held by God Central Church, in line with this Privacy Policy. We will update this notice to reflect the new legal entity once the change is complete.

2. How do we process your personal data?

God Central Church, Harlow complies with its obligations under data protection law by:

- Keeping personal data up to date
- Storing and destroying data securely
- Not collecting or retaining excessive amounts of data
- Protecting personal data from loss, misuse, unauthorised access, and disclosure
- Ensuring appropriate technical and organisational measures are in place to protect personal data

3. Why do we need your personal data?

We collect and use your personal data for the following purposes:

- To offer appropriate pastoral care
- To keep you informed by text and or email about news, events, activities, resources, and services
- To establish and maintain your involvement with the church, including activities you have supported or events you have attended
- To maintain our accounts and records, including the processing of Gift Aid applications

- To fundraise and promote the interests of the church
- To provide a voluntary service for the benefit of the public
- To respond to enquiries, requests for information, or complaints
- To register you for events and conferences
- To enable the Senior Leaders of the church to personally and directly communicate with you if required

Where you have given your consent, we may contact you about other church activities and services that may be of interest to you. You can withdraw your consent at any time by using the unsubscribe link in our emails or by contacting us directly.

4. What is the legal basis for processing your personal data?

The legal bases for processing your personal data include:

- Your explicit consent, so we can keep you informed about news, events, activities, and services
- Processing necessary to comply with legal obligations, including those relating to Gift Aid and employment law
- Processing carried out by a not-for-profit body with a religious purpose, where:
 - the processing relates only to members, former members, or those in regular contact with the church, and
 - personal data is not disclosed to a third party without consent

5. Sharing your personal data

Your personal data will be treated as strictly confidential. It will only be shared internally where necessary to carry out church activities or services. We will only share your data with third parties outside the church where you have given consent or where required by law.

6. How long do we keep your personal data?

We will retain your personal data for as long as necessary to carry out our activities and to meet our legal and regulatory obligations, including those to HMRC, CCPAS, and other regulatory bodies.

As a general rule, personal data will be kept for 12 months from the end of your relationship with us, unless a longer retention period is required or permitted by law.

7. What are your rights?

Unless subject to a legal exemption, you have the following rights:

- To request a copy of the personal data we hold about you

- To request correction of inaccurate or out-of-date personal data
- To request erasure of your personal data where it is no longer necessary for us to retain it
- To withdraw your consent at any time
- To request restriction of processing where there is a dispute
- To object to the processing of your personal data
- To lodge a complaint with the Information Commissioner's Office

8. Other important information

Children's personal information

Where we collect personal information about children, this will only be done with the consent of a parent or guardian. Information will be handled securely and with appropriate safeguards. Parental consent is required for children under the age of 14.

Further processing

If we wish to use your personal data for a new purpose not covered by this notice, we will provide a new privacy notice explaining the new use and, where required, seek your consent.

Security

We take reasonable steps to ensure personal data is kept secure and accurate. Data held electronically is stored on secure servers or in secure files. While we take security seriously, the internet is not a fully secure medium and we cannot guarantee the security of information transmitted online.

Cookies Policy

Cookies are small text files stored on your device. Cookies help improve website functionality and monitor website traffic but do not store or collect personal information. You may choose to disable cookies in your browser settings, although this may affect website functionality.

Links and third-party services

Our website may contain links to external websites and embedded content from third-party services such as Vimeo, YouTube, ChurchAdmin, Mailchimp, and Google Analytics. These third parties have their own privacy and cookie policies, and we are not responsible for their content or practices.

Social media

We use social media platforms such as Facebook, WhatsApp, and YouTube. Users should verify the authenticity of accounts before sharing personal information. We do not request passwords or sensitive personal data through social media.

Downloads

Any files made available for download from our website are provided at the user's own risk.

9. Who can I contact about data protection?

If you have questions, concerns, or complaints about how your personal data is handled, you can contact:

Ben Norris

Email: admin@mosiacchurch.org.uk

You also have the right to contact the Information Commissioner's Office:

Telephone: 0303 123 1113

Address: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

10. Changes to this notice

This Privacy Policy may be updated from time to time. The most recent version will always be available on our website. We will update this notice to reflect the transition to Mosaic Church Harlow once the new legal entity is established.

This notice was last updated on 27th Dec 2025.