

Covid Privacy Policy

Croxley Green Baptist Church Privacy Notice for collecting contact information from church attendees during the COVID-19 pandemic.

This privacy notice is an addendum to Croxley Green Baptist Church's main privacy statement and notices. The Charity Trustees of Croxley Green Baptist Church (as Data Controller) can be contacted by ringing 01923 710780 or emailing office@croxleybaptist.co.uk

We are collecting your name and contact details along with a photo of where everyone is seated, in order to fulfil our responsibility to provide a safe environment in which those attending Croxley Green Baptist Church can pray and worship during this COVID-19 recovery phase. We will only use this information to contact you in the event that we believe you may have come into contact with a suspected case of COVID-19 at Croxley Green Baptist Church. It may be necessary to share your details with NHS Test and Trace, if they are requested, for the purposes of contact tracing and the investigation of local outbreaks. Your name and contact details along with the photo will temporarily be securely stored (password protected digitally, or paper copies kept in locked storage). They will be retained for a period of 21 days in line with government guidance and then disposed of within the following 7 days.

Please inform Croxley Green Baptist Church as soon as possible if you test positive for coronavirus or develop any of the following COVID-19 symptoms:

- A high temperature
- A new, continuous cough
- A loss or change to your sense of smell or taste

Data Protection legislation allows us to process this information as we regard it as being in the church's legitimate interest. The Information Commissioner's Office has published guidance on data handling during the pandemic. Please see www.ico.org.uk/coronavirus