

Holiday Club at Ferring Baptist Church Privacy Notice to Parents/Carers

When you register your child to attend Holiday Club we ask you to provide us with personal information (as requested on the registration form) about yourselves and your child. This is so that we may always act in your child's best interests, and so that we may legitimately contact you when necessary, either about your child or about matters related to the club and its activities.

We also sometimes use such information after Holiday Club has ended in order to tell you about other events and activities that we believe may be of interest to you or your child, but you may at any time instruct us not to do this.

Your personal details, and those of your child are kept securely, and are normally retained for one year. An exception to this time limit applies to children aged nine and above, whose details we retain until they are twelve or thirteen years old so that, where appropriate, they may be invited (with your consent at the time) to become junior members of the Holiday Club team. At any time you may instruct us to delete and destroy personal information before the usual period has elapsed. Where details change you may also ask us to update the information we hold.

If at any time you have concerns about the way your (or your child's) details are being processed you are welcome to contact our Data Protection Officer, Rae Parkinson. Rae's telephone number is (01903) 504103.

His address is 31 Downview Avenue, Ferring, Worthing West Sussex BN12 6QW.