

Privacy Policy

This privacy policy sets out how Sons & Friends of the Clergy ('the Charity') will treat and/or process any information or personal data that we collect from you, or you provide to us.

By visiting this website, you are accepting and consenting to the practices described in this Policy.

We are committed to complying with all relevant UK legislation and to ensuring that your privacy is protected. The Charity may change this Privacy Policy from time to time by updating this page. You should check this page regularly to ensure that you are happy with any changes.

What information we may collect

Information you give us: You may give us information or personal data by filling in forms on our website or by corresponding with us by telephone, e-mail or otherwise. This includes information which you may provide when applying to us for assistance or when making a donation to the Charity. The information you give us may include your name, job title, organisation, address, e-mail address and phone number, and financial and credit card information.

Information we collect about you: With regard to each of your visits to our website, we may automatically collect the following information:

- Technical information, including the Internet protocol (IP) address used to connect your computer to the Internet, your login information, browser type and version, time zone setting, browser plug-in types and versions, operating system and platform.
- Information about your visit, including the full Uniform Resource Locators (URL) clickstream to, through and from our site (including date and time); content you viewed or searched for; page response times, download errors, length of visits to certain pages, page interaction information (such as scrolling, clicks, and mouse-overs), and methods used to browse away from the page and any phone number used to call us.

What we do with the information we gather

We may use the information held about you in one or more of the following ways:

- To provide our services, products and other information to you.
- To further our charitable aims, including for marketing and fundraising activities.
- To assess any application which you may make for a grant or other assistance from the Charity.
- To contact you to inform you of our services or events.
- To send you requested information on our services.
- To administer this website and help us improve our services;
- To use your personal data in relation to or arising from our events and publications.
- To ensure that content from our site is presented in the most effective manner for you and for your computer.
- To assist us in relation to internal administration, segmentation, analyses and operational/service reviews.

In relation to applications for grants or other assistance, we will only use the information you provide to manage your application. We may contact you to ensure your information remains accurate and up to date. We will delete your detailed information when we no longer require it to manage your application, but may keep a summary record of any grants or other assistance which has been provided.

What we don't do

We will not, without your express consent, provide your personal information to any third parties for the purpose of direct marketing.

Cookies

A cookie consists of information sent by a web server to a web browser, and stored by the browser. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

We use 'session' cookies on the website to keep track of you whilst you navigate the website. Session cookies will be deleted from your computer when you close your browser. We use Google Analytics to analyse the use

of this website, which generates statistical and other information about the Charity's website use by means of cookies. Google will store this information. For more information, read [Google's Privacy Policy](#).

Most browsers allow you to reject all cookies, whilst some browsers allow you to reject just third party cookies. For example, in Internet Explorer you can refuse all cookies by clicking 'Tools', 'Internet Options' and 'Privacy', and selecting 'Block all cookies' using the sliding selector. Blocking all cookies will, however, have a negative impact upon the usability of many websites.

Links to other websites

This website may contain links to third-party websites which are outside our control and which are not covered by this Privacy Policy. Whilst we have taken great care to check the quality and reliability of the sites that we link to, we cannot be held responsible for the privacy practices of other websites. We encourage you to check the privacy statement of each website you visit where your personal information is collected.

Disclosures

The Charity may share personal information, as necessary, with our service providers, agents, sub-contractors or other relevant third parties so that we can provide the services you have asked for, or to process your donations, or to carry out any other obligations arising from any contract or agreement entered into between you and the Charity.

The Charity may also disclose personal information to other employees, volunteers or trustees of the Charity.

The Charity does not permit these third parties to use such information for any other purpose than to perform the services they have been instructed to provide by us.

We may also need to disclose your information to the extent that we are required to do so by law or in connection with any legal proceedings or prospective legal proceedings.

Security of your personal information

The Charity will use all reasonable endeavours to prevent the loss, misuse or alteration of your personal information, and to ensure that you provide personal information in a secure and confidential environment. When the

information is no longer needed it will be destroyed or permanently rendered anonymous.

To prevent unauthorised access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information we collect.

Your rights

The Data Protection Act (DPA) gives you the right to access information held about you. Your right of access can be exercised in accordance with the Act. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

The DPA also gives you the right to request that your data is not used for any of the above purposes. If you do not wish your personal details to be used by the Charity for any or all of the above purposes, please contact us as indicated below

Contact

Sons & Friends of the Clergy is a charity registered in England and Wales, number 207736.

Questions, comments and requests regarding this Privacy Policy are welcomed and should be addressed to us by email on enquiries@sonsandfriends.org.uk or by writing to us at 1 Dean Trench Street, Westminster, London SW1P 3HB.