

**WCCYM (West Cambridge Christian Youth Ministries)**  
Privacy Notice Relating to the Collection of Information



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Under Data Protection legislation WCCYM is the Data Controller and Keith Tarring (WCCYM trustee) acts as our Data Protection Officer.

We are collecting this information to enable WCCYM to keep in touch with you and provide updates and information as appropriate. Data Protection legislation allows us to process this information as we regard it as being in WCCYM's legitimate interest.

Your name and contact details will be recorded and can be accessed by the WCCYM mailing administrator. This information is stored by MailChimp who are fully GDPR compliant. You can view their privacy policy [here](#).

Your contact details will be removed from WCCYM's database if you request so.

You have the right to ask to see any information we hold about you by requesting this in writing to [info@wccym.org](mailto:info@wccym.org). You also have the right to ask for information which you believe to be incorrect, to be rectified.

If you are concerned about the way your information is being handled, please speak to our Data Protection Officer. You may do this by emailing [info@wccym.org](mailto:info@wccym.org).

If you are still unhappy you have the right to complain to the Information Commissioners Office.

**WCCYM (West Cambridge Christian Youth Ministries)**  
Privacy Notice Relating to the Collection of Information  
on Young People Attending WCCYM Events



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Under Data Protection legislation WCCYM is the Data Controller and Keith Tarring (WCCYM trustee) acts as our Data Protection Officer.

We are collecting this information to enable WCCYM to run events safely and ensure we can contact you (or other nominated adult) in case of an emergency. Data Protection legislation allows us to process this information as we regard it as being in WCCYM's legitimate interest. If you are unable to supply the information requested, then we will be unable to accept your child at the event.

The information you supply will be held securely and will only be accessed by the event organisers. Any relevant medical data (e.g. food allergies) will be shared with other leaders on a need to know basis.

Your information will also be stored in a password protected spreadsheet which will only be accessed by the event organisers to allow the efficient organisation and running of the event.

All your information will be destroyed once the event has finished unless you have ticked the box asking us to keep you informed about future activities we think your child might be interested in attending.

In this case we will retain the paper copy of your consent form in a locked cabinet in the WCCYM office. Your name, email address and church (if appropriate) will be added to WCCYM's events mailing list. Your details will only be stored for the sole purpose of notifying you of future events that you may be interested in. This information is stored by MailChimp who are fully GDPR compliant. You can view [their privacy policy](#) here.

We will NOT pass on this information to anyone else.

You have the right to ask to be removed from this circulation list at any time.

If you are concerned about the way your information is being handled, please speak to our Data Protection Officer. You may do this by emailing [info@wccym.org](mailto:info@wccym.org).

If you are still unhappy you have the right to complain to the Information Commissioners Office.