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PRIVACY POLICY

Purpose

The purpose of this Privacy Policy is to clearly articulate to all members and adherents of Church@TheGabba the Church Leadership's expectations of all people who profess the name of Jesus Christ as Lord and Saviour, and who call Church@TheGabba their spiritual home, regarding the storage and use of Personal Information that may be collected from time to time by Church@TheGabba.

Preamble

This policy is predicated on the Scripture passages of Proverbs 11:13; 25:9.

Church@TheGabba is committed to protecting each individual's privacy and has adopted this Privacy Policy as we recognise the right of people to keep their personal information private.

This Privacy Policy covers the Church's treatment of personally identifiable information that we collect or hold. Like many other organisations, the Church must comply with the National Privacy Principles contained in the Australian Privacy Act when dealing with personal information.

Policy

1. Church@TheGabba

The Church will collect general information about you, such as your name, address, and contact details so the Church can contact you. We may also collect this and other types of personal information during the course of dealing with you, for example when you participate in Church activities or complete other forms. The information collected may include some sensitive information (as defined by the Privacy Act), such as health information or information about your beliefs, relevant to the services or assistance you have requested from the Church.

Where practicable, the purpose for which we collect personal information will be made clear at the time of collection. The Church will use the personal information we collect for the purpose disclosed at the time of collection, or otherwise as set out in this Privacy Policy. We will not use your personal information for any other purpose without first seeking your consent, unless authorised or required by law. Generally we will only use and disclose your personal information as follows:

- To establish and maintain your involvement with the Church, including providing you with newsletters, and including your contact details in the Church Directory.
- To provide the products or services you have requested from the Church.
- To answer your inquiry.
- To assist us to make the Church's sites, services and products more valuable to our community.
- For direct promotion of events or services and to keep you informed of new developments we believe may be of interest to you.

- To third parties where we have retained those third parties to assist us to operate the Church and provide the products or services you have requested, such as church transport providers, and our professional advisers such as consultants, lawyers and accountants.

2. Access to Your Information

You can request access to the personal information that the Church holds about you by contacting the Church Administration Office. We will provide you with access to your personal information unless we are legally advised to refuse your request. If you wish to change personal information that is out of date or inaccurate at any time please contact us. After notice from you, we will take reasonable steps to correct any of your information which is inaccurate, incomplete or out of date. If you wish to have your personal information deleted please let us know and we will delete that information wherever practicable unless otherwise required by law.

3. Security

The Church will take reasonable steps to make sure that personal information it collects, uses or discloses is accurate, complete and up to date and that reasonable steps are taken to protect personal information (in hard copy or electronic format) from unauthorised access, modification or disclosure. The Internet is not a secure method of transmitting information. Accordingly, the Church cannot accept responsibility for the security of information you send to or receive from us over the Internet or for any unauthorised access or use of that information.

4. Self

As ambassadors of Christ and members of His Church, we believe it is necessary to be prudent and discerning about how we share information about fellow members of the Church so that nothing we do will negatively reflect on Church@TheGabba, ourselves and most importantly, our Lord and Saviour Jesus Christ.

The Church Directory is provided by the Church as a contact, prayer and growth reference. Personal information in the directory should not be shared with people outside the Church without the agreement of the person whose details are shared.

Please refer to the Social Media Policy for information on privacy matters relating to the use of social media.

Definitions

<i>Church</i>	means Church@TheGabba and also includes the associated ministries and activities of the church.
<i>Church Directory</i>	means the collated list of names and contact details of the Church family as published and updated on a regular basis by the Church. This Church Directory is intended for the sole use of the Church family and is not for distribution or use outside the Church.
<i>Church Leadership</i>	means primary governing group of the church such as the board, elders or deacons.
<i>Personal Information</i>	means information or an opinion whether true or not, whether recorded in a material form or not, about an individual whose identity is apparent or can be reasonably ascertained. Personal information can range from very sensitive information (e.g. political beliefs, medical history, sexual preference) to the everyday information such as hair colour, address and phone number etc.