

# The Parish of St Paul's, Slough

130 Stoke Road, Slough, SL2 5AS. 01753 531 022

Charity No:1129324

## KEEPING IN TOUCH – CONSENT FORM

**As a member of St Paul's your privacy is important to us.**

Under UK data protection law, we need your consent to include you in a Church database. This database will be used by the Vicar, Parish Administrator, Churchwardens, other staff and members of the PCC with specific roles, on a strict need to know basis. They will use this information in order to record your consents, communicate with you in line with those consents and place some details in a Church Address Book which will be circulated to whose details are included.

Young people over aged over 16 must consent separately from their parents/guardians for inclusion in the database and as below

Please all tick blue boxes as appropriate

I am over 16 years of age and consent to my details being held on the church database.

1. YOUR DETAILS			Include in Address Book		
<b>Full Name:</b>	<i>Title</i>	<i>Last</i>	<i>First</i>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>Address:</b>	<i>House/Flat No</i>	<i>Street Address</i>		<input type="checkbox"/>	<input type="checkbox"/>
	<i>Town</i>	<i>Postcode</i>			
<b>Home Phone</b>	<i>Home Landline</i>			<input type="checkbox"/>	<input type="checkbox"/>
<b>Mobile</b>	<i>Mobile 1</i>			<input type="checkbox"/>	<input type="checkbox"/>
	<i>Mobile 2 (if applicable)</i>			<input type="checkbox"/>	<input type="checkbox"/>
<b>Email:</b>	<i>Email 1- your preferred one</i>			<input type="checkbox"/>	<input type="checkbox"/>
	<i>Email 2 (if applicable)</i>			<input type="checkbox"/>	<input type="checkbox"/>

**Names of children under 16 years** *This will NOT be published anywhere by the Church.*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

For any additional names please supply on a separate sheet of paper.

## 2. CHURCH ADDRESS BOOK

We need your consent to include your contact details in the Church Address Book, which will only be circulated as a printed booklet to other Church Members in it. To safeguard children under 16 their details will NOT be included. Young people over 16 years will be entered in the directory separately, subject to their consent.

I am over 16 years of age and consent to the inclusion of my details, as above, in the Church Address Book.

### 3. HOW WE CONTACT YOU

We want to make sure **you want us to communicate with you** about events, activities, and services, including Service Rotas.

Our preference for this is by email. We can communicate by post, but this will NOT apply to the weekly Advance Notices Newsletter.

I am over 16 years of age and consent to the receipt of official Church communications.

#### PLEASE LET US KNOW HOW YOU WOULD LIKE US TO CONTACT YOU

Please ONLY tick **one** the boxes below

Yes  
Email and/or post   
Only EMAIL me  YES  
Only POST me  YES *This will Not include the weekly Advance Notices.*

We would like the option of communicating with you occasionally by phone or SMS (Text). Confirm your preferences.

Please tick the boxes below as appropriate:

Phone YES  NO   
SMS YES  NO

### 4. PHOTOGRAPHIC AND VIDEO POLICY

The Church policy is that photography will not lead either directly or indirectly to anything that may potentially endanger the safety or well-being of a child or vulnerable person. We will therefore prevent any image being used which gives the identification of any child or vulnerable person by name. Furthermore, no image or video will be retained or used which embarrasses the church or any person connected with it.

#### Please confirm your preference about the use of photos and video

Please tick the boxes below

I am willing for photographs or videos to be taken of me/ my children\* under 16 years of age by or on behalf of St Paul's during services and events *\*delete as appropriate*

AND

I grant full use of the images of me/my children\* for use in church publicity and communications either in print and digital media such as the church website. *\*delete as appropriate*

I do NOT grant use of the images of me /my children\* for use in church publicity and communications. *\*delete as appropriate*

I do not wish any photograph or videos to be taken of me/my children\* when involved in any church activity. *\*delete as appropriate*

You can unsubscribe from the church database, the Advance e-bulletin and/or change how we communicate with you or ask us to cease communicating with you altogether at any time or revoke any photographic consent at any time by contacting the *Parish Administrator at St Paul's Church, 130, Stoke Road, Slough, SL2 5AS or parishadmin@stpaulsslough.org.uk* . You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Parish Office and is on display in the church premises.

By signing this form, you confirm that you agree to the above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE PUT YOUR COMPLETED FORM IN THE POST BOX IN THE GILLIAT HALL ENTRANCE,  
HAND TO A CHURCH WARDEN,  
OR RETURN BY EMAIL TO [parishadmin@stpaulsslough.org.uk](mailto:parishadmin@stpaulsslough.org.uk)**