



PRIVACY POLICY

*LSCC is not an organisation covered by the Privacy Act 1988 (Cth) (the **Act**), and LSCC has not opted in voluntarily to be treated as an organisation for the purposes of the Act, and is therefore not subject to the Australian Privacy Principles.*

Your privacy is important to us. The following outlines LSCC's Privacy Policy and how we collect and manage your personal information.

WHAT PERSONAL INFORMATION DO WE HOLD AND FOR WHAT PURPOSE?

We are committed to helping you understand the Gospel and know Jesus. We are also committed, as God's people, to look after you and to look to your interests in addition to our own. To help us protect and care for you, it is necessary for us to know you and the people who come in contact with us.

As such, we may collect your **personal information** (such as your name, address, telephone number, email address, age or birth date) so that we can contact you and minister to you effectively. In some instances, we may collect sensitive information (as defined by the Act) that may include your health information or information about your beliefs. We will only collect the information with your consent or if we are required under the law to do so.

HOW DO WE COLLECT PERSONAL INFORMATION?

We may collect your personal information directly from you, for example through our website, our forms including sign-up and registration forms, church directory collection forms, information received in public meetings, smaller group meetings, and from written responses to our communication to you.

Where practicable, the purpose for which we collect your information will be made clear to you at the time of collection. If you do not want your information to be used by us, please do not provide it to us.

HOW DO WE USE YOUR PERSONAL INFORMATION AND WHOM MAY WE DISCLOSE IT TO?

In keeping with our purpose, we may make your personal information available to our pastoral staff, elders, deacons, leaders and volunteers. We may use it to update our records and keep your contact details up to date. We will not disclose your information to parties outside of LSCC for any purpose, except with your prior consent.

Any sensitive information you choose to provide to us will not be disclosed to any party without your consent unless we are required under the law to do so or the disclosure is necessary for the purpose of our ministry. Any personal prayer requests that you provide to us will only be included in our prayer or church bulletin with your prior consent.

Certain organisations, such as the police and the courts of law may have the authority to require us to supply details that may include your personal information. If this occurs, we will comply with the requirements and advise you that we have done so (where permitted by law).

HOW DO WE KEEP YOUR PERSONAL INFORMATION?

We may hold your information in either electronic or hard copy form. We take reasonable steps to ensure your personal information is protected from misuse and loss and from unauthorised access, modification or disclosure.

EMAIL UPDATES

Occasionally, LSCC sends church wide email updates to keep you informed of events and happenings in the life of our church. If you do not wish to receive these emails, please let us know (see details provided below on how you can contact us).

ACCESS AND CORRECTION

Access to your Personal Information

You may request access to your personal information that we hold about you by contacting us. We will respond to any request for access to personal information within a reasonable timeframe. We will provide access to personal information we hold that belongs to you unless we are legally authorised not to do so by law.

Correction

If, upon receiving access to your personal information, or at any other time, you believe the personal information that we hold about you is inaccurate, incomplete or out of date, please notify us.

Where you notify us that your personal information is inaccurate, incomplete or out of date, we will take reasonable steps to correct the information unless we are authorised not to do so by law.

Feedback

If you have any comments, queries or concerns about our Privacy Policy or the way in which we handle your personal information, please contact us.

CONTACTING LSCC

Contact Details

Lygon Street Christian Chapel
Email: info@lsc.org.au
Phone: +61 (03) 9663 5706
Address: 54 Lygon Street, Carlton, VIC 3053

AMENDMENTS TO THIS PRIVACY POLICY

We may amend this Privacy Policy from time to time. Amendments to this Privacy Policy will be posted on our website and will be effective when posted. We encourage you to check our website regularly for any updates to this Privacy Policy.

This Privacy Policy was last updated on 05 September 2022.