



Franciscan Sisters of the Immaculate Conception

PRIVACY STATEMENT

This website is operated by **The Franciscan Sisters of the Immaculate Conception** whose registered address is Franciscan Sisters, 90 Saracen Street, Glasgow G22 5AD (0141.347.1490). The Franciscan Sisters of the Immaculate Conception are committed to protecting and preserving the privacy of our visitors when visiting our site or communicating electronically with us. **The Franciscan Sisters of the Immaculate Conception will be the 'controller' of any data that you send to us.**

This policy sets out what we do with the personal data you provide to us through our website. We confirm that we will keep your information secure and that we will comply fully with all applicable UK Data Protection legislation and regulations. Please read the following carefully to understand what happens to personal data that you choose to provide to us.

By visiting franciscan-sisters.org.uk (our website) you are accepting and consenting to the practices described in this policy.

Types of information we may collect from you

We do not automatically collect any information about individuals who visit and use our website.

Information you supply to us.

Prayer Requests - You may supply us with information about you or your intention/prayer request, including the name of the person for whom you wish prayers, their relationship to you, any comment you may wish to add and your name. It is important that you have the permission of the person for whom you are asking us to pray.

Via Contact Us – Any information that you provide **Via Contact Us** will be handled in line with U.K. Data Protection Legislation and Regulations.

How we protect your information

Any information provided is stored in our electronic filing system and our servers are based in the UK. It will be accessed by our Community for the purpose set out above. We will not copy or print this information. We will keep this information for 14 days, after which time we will delete it.

Disclosure of your information

We do not disclose or share your information.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

Your Rights

You can access your rights by writing to the address given at the beginning of this Privacy Statement for the attention of the D.P.O.

- To request access to the personal information we hold by making a “subject access request”.
- To request that we delete your personal information.

Changes to our privacy policy

Any changes we may make to our privacy policy in the future will be posted on this page. Please check back frequently to see any updates or changes to our privacy policy.

Contact

Questions, comments, and requests regarding this privacy policy are welcomed and should be addressed, in writing, to the address given in the first paragraph – for the attention of the D.P.O.