

Lent Pilgrim survey and interviews

Privacy Notice

This privacy notice is provided by the research team for Lent Pilgrim to explain what to expect when we collect and process your personal information in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

Data controller(s)

The joint data controllers are:

Archbishops' Council
Church House
Great Smith Street
London
SW1P 3AZ

and

Dr Ruth Perrin (consultant researcher)
c/o Communications Division
Church of England Central Services
Church House
Great Smith Street
London
SW1P 3AZ

For further information on the Archbishops' Council and the other National Church Institutions please go to:

<https://www.churchofengland.org/about/leadership-and-governance/national-church-institutions>

I. Why we collect and use your personal data

Personal information as set out below is collected for the following purpose/s:

1. To gather information from a survey to help us better understand how people are using the discipleship resources we produce, what they think of the resources and to what extent it is helpful to them.
2. To gather information from a survey to understand the age, gender and approximate geographic location of people who used Lent Pilgrim
3. To collect additional data for the purposes of sampling and conducting in-depth interviews. We consider that such an interview is compatible with our original purpose for collecting your name and email address since both the survey and this further research is directly related to our Lent Pilgrim campaign.
4. To invite you to an interview.
5. Interviews are conducted to:
 - understand more about participation in Lent Pilgrim and any difference it has made in how faith is lived out in daily life.

- understand the issues or questions that are most pressing for people and the opportunities they have to reflect on those with others.
- 6. To analyse information from the survey and interviews in order to produce reports, presentations, publications and resources relating to discipleship. All survey and interview data will only be used in a way that will make it impossible for you to be identified in outputs from the research such as reports and publications.
- 7. To use what we learn from the survey and interviews to design and improve resources so that they help support the faith of a wide range of people.

2. The lawful basis for using your information

We collect and process the following personal data under the following lawful bases:

Personal data (including your name, email address, age, and gender)

- Consent

Special category data (including your religious beliefs)

- Explicit consent

3. Who we collect from or share your information with:

We collected your information from yourself, through an online survey during which you provided your name and email address.

If you have given consent to take part in a telephone interview, and once your information has been collected by the Archbishops' Council, it may be shared with other National Church Institutions, where necessary and lawful. This is to enable processing to obtain a representative sample for interview. This saves you providing your information more than once.

If you agree to take part in the interview, the interview will be recorded and then transcribed by a transcription service. The transcription service will be contractually obliged to adhere to the same standard of privacy and data protection as laid out in this privacy notice and by law.

We will not share your data with any other third parties.

Internal reports of the findings of the research will contain anonymized quotes and aggregate statistics (for example, the number of people in different age brackets using the Lent Pilgrim resources). An executive summary of the findings will be publicly available. If you took part in an interview you can request a copy of the executive summary. The reports will help to shape future resources which support people in living out faith in practice. All participants will be anonymized in the reports – nothing in it will identify you.

4. How long do we keep your information?

Your personal data including your survey answers, any interview recording and the transcription of the recording will be deleted six months after the completion of the final project report.

5. Your rights

You have the following rights regarding your personal data:

- The right to withdraw your consent to the processing of your personal data at any time (though any withdrawal of consent will not affect the lawfulness of our processing before you withdraw consent)

- The right to be informed about any data we hold about you;
- The right to request a copy of your personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for us to retain such data;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of your personal data
- The right to obtain and reuse your personal data to move, copy or transfer it from one IT system to another.

To exercise these rights, please contact the Data Protection Team using the contact information provided below. The NCIs Individual Rights Policy is available on request.

6. Complaints or concerns

If you have any queries regarding this processing activity, please contact, in the first instance, Dr Bev Botting, Head of Research & Statistics, at bev.botting@churchofengland.org or Church House, Great Smith Street, London SW1P 3AZ, Tel: 020 7898 1542

If you have any concerns or queries about how the Lent Pilgrim research team handle your personal data, please contact the Data Protection Officer at:

gdpr@churchofengland.org or Data Protection Officer, Church of England Record Centre, 15 Galleywall Road, London, SE16 3PB, Tel: 020 7898 1030.

You have the right to make a complaint at any time to the Information Commissioner at <https://ico.org.uk/concerns/> or Information Commissioner's Office, Wycliffe House, Water Lane Wilmslow Cheshire SK9 5AF, Tel: 0303 123 1113 (local rate).