**WORDING FOR CONSENT TO BE ADDED TO FORM WHEN COLLECTING DATA FOR SACRAMENTAL OCCASIONS:**

**BAPTISM/FIRST HOLY COMMUNION/CONFIRMATION/MARRIAGE**

**Data Protection** - Your personal details will be stored and used by the Parish for the purposes of conducting and administering the [Sacrament of Baptism / Holy Communion / Confirmation / Matrimony].

Details of how we process your data, and your rights, are on the Diocesan Privacy Notice which may be seen on the (Diocesan) website: <http://www.dioceseofbrentwood.net/diocese/data-protection/>.

* Canon Law requires some of your personal data to be entered in Registers and stored permanently. In the case of Confirmations and Marriages, the Parish is obliged to notify the parish(es) where you were baptised, where this may be different to the Parish of [Name].
* We may also have to be share your data with the Diocese, e.g. in cases where certain permissions are needed. Your details will not otherwise be disclosed outside the parish.
* Your names/child’s name/children’s names may be published in the parish newsletter which appears on the parish website.

Please only tick ✓ the box(es) you want to:

I/we consent to the Diocese/Parish of [Name] using and sharing my/our details as above.

I/we also give consent to [our names / our child’s/children’s name (s)] being published in the newsletter of the Parish of [Name].]

I/we consent to the Diocese/ Parish of [Name] contacting me/us to advise me/us of First Holy Communion classes and other sacramental courses in the future, in my/our parish and in the Diocese. *[\*Please also tick the relevant boxes below for preferred method of contact]*

I/we consent to the Diocese/ Parish of [Name] contacting me/us to keep me/us informed about news, events, fundraising and activities in my parish and in the Diocese. *[\*Please also tick the relevant boxes below for preferred method of contact]*

Signed . . . . . . . . . . . . . . . . . . . . . . . . . . ./. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Dated . . . . . . . . . . . .

\* I would like to be contacted by the following method(s) (please tick ✓ the relevant box(es)):

**BY POST:** My postal address is: …………………………………………………………………………………….

**BY TELEPHONE:** My phone number is: …………………………………………………………………………………….

**BY EMAIL:** My email address is: …………………………………………………………………………………….

**You can unsubscribe from our communications, or withdraw your consent, at any time by contacting *[relevant person in the parish]* by email at [•] or by telephone on [•].**

**Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required or permitted by law. This will not affect any personal data that has already been processed prior to that point.**