



## Retired Clergy "Consent to Contact" form in the Diocese of Coventry

Please complete in BLOCK CAPITALS

Surname

Title

First Name(s)

Known As (if different from first name)

Date of Birth

Address

Home telephone

Mobile

Email address

Deanery resident in

Do you hold Permission to Officiate?

Spouse's name

Spouse's Date of Birth

Date of arrival in the Diocese

Original Diocese

Last post held: diocese/parish

**Important:** Please turn over to complete and sign the consents.

## Additional Information

If you are a newcomer to the diocese, is there any information that you would like us to provide?

Any other comments

By signing this form you are confirming that you are consenting to the Diocese of Coventry holding and processing your personal data for the purpose of keeping you informed about news, events, activities and services at the Diocese of Coventry. You are also consenting to being contacted by the BORCAS Officers for pastoral care reasons.

I consent to the Diocese of Coventry contacting me by:

**Post**     **Phone**     **Email**    (please tick **ALL** that apply)

I agree to your including my details in the Diocesan Database on the following basis (please tick **one** of the boxes below and provide any additional wishes below): -

<input type="checkbox"/>	<b>Public</b>	Anyone can see your data
<input type="checkbox"/>	<b>Diocese (default)</b>	Someone approved by the Diocese and is in a role across the Diocese can see your data – this will be the <b>default option</b> unless you specifically tells us otherwise
<input type="checkbox"/>	<b>Private</b>	Only staff at the Diocesan office and BORCAS Officers can see your information

Signed Retired Clergy Person: \_\_\_\_\_ Dated: \_\_\_\_\_

Please return this form to Revd Canon Martin Saxby, 13 Ambleside, Rugby, CV21 1JB or email to [martin@thesaxbys.org](mailto:martin@thesaxbys.org)

You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming services and events); except in certain limited situations, such as where required to do so by law or to protect members of the public from serious harm. In accordance with requirements under the General Data Protection Regulation (EU) 2016/679 ('GDPR'), we have put in place various processes, procedures and documentation to ensure compliance with GDPR. This includes updating our Privacy Policy which you can access from our website <http://www.dioceseofcoventry.org/bottom/privacypolicy> or alternatively, please contact the Director of Operations, [stephen.davenport@covcofe.org](mailto:stephen.davenport@covcofe.org) for a hard copy.

You can withdraw or change your consent at any time by contacting the HR Administrator at the Diocesan Office *email and telephone number*. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.