



PRIVACY POLICY

Anthem Church Ltd (ACN 155 988 908)

Effective Date: 21 November 2025

Anthem Church Ltd ("Anthem Church", "we", "our", or "us") is committed to protecting your privacy and handling personal information in an open and transparent way, in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs).

This Privacy Policy explains how we collect, use, disclose, store, and protect personal information.

1. Scope

This policy applies to personal information collected by Anthem Church in connection with its religious, pastoral, charitable, and administrative activities, including services, events, ministries, donations, employment, volunteering, and digital platforms.

2. Personal Information We Collect

We may collect personal information including, but not limited to:

- Names, contact details, and demographic information
- Family and relationship details
- Emergency and medical information (where required for duty of care)
- Pastoral care records (limited and protected)
- Volunteer and employment information, including background checks
- Donation and payment details
- Images, audio, or video recordings (with consent where required)
- Online identifiers such as IP addresses and website analytics data

Sensitive information (as defined by the Privacy Act) is collected only where necessary and handled with a higher level of care.

3. How We Collect Information

We collect personal information directly from individuals, or from authorised third parties, through:

- Forms (online and paper)
- Church management systems and databases
- Events and program registrations
- Website, email, and digital services
- Pastoral care interactions

4. Why We Collect Information

We collect personal information to:

- Provide pastoral care and ministry services
- Communicate with members, attendees, and volunteers
- Manage events, programs, and child safety requirements
- Process donations and maintain financial records
- Meet legal, regulatory, and insurance obligations
- Ensure the safety and wellbeing of individuals

5. Use and Disclosure

Personal information is used only for the purpose it was collected, or for related purposes reasonably expected. We may disclose information:

- With consent
- To service providers (e.g. IT, payment processors)
- Where required or authorised by law
- To prevent serious threats to health or safety

We do not sell personal information.

6. Data Storage and Security

We take reasonable steps to protect personal information from misuse, loss, unauthorised access, or disclosure. Information may be stored:

- Electronically (including secure cloud-based systems)
- In locked physical files

Where information is no longer required, it is securely destroyed or de-identified.

7. Overseas Disclosure

Some systems we use may store data overseas (e.g. cloud services). We take reasonable steps to ensure overseas recipients comply with Australian privacy standards.

8. Access and Correction

You may request access to, or correction of, your personal information by contacting our Privacy Officer. Identification may be required. Requests will be responded to within a reasonable time.

9. Anonymity

Where lawful and practicable, you may interact with us anonymously or using a pseudonym. This may limit our ability to provide certain services.

10. Complaints

If you believe your privacy has been breached, please contact our Privacy Officer. If unresolved, you may lodge a complaint with the Office of the Australian Information Commissioner (OAIC).

11. Contact Details

Privacy Officer

Anthem Church Ltd | Email: info@anthemchurch.com.au

12. Review

This policy will be reviewed periodically to ensure ongoing compliance with legal requirements and best practice.