

Privacy Notice

Envoy is a Church Army resource. We want to handle your personal information carefully, respectfully and only for good reasons.

What we collect

When you apply for or take part in Envoy, we may collect information such as your:

- name and preferred name
- contact details
- postcode
- age
- diocese/church connection
- answers to application and reflection questions
- information you choose to share with us about your faith, experience or involvement in Envoy

Occasionally, where an application gives us very little information, we may ask to speak with someone who knows you.

Why we use it

We use your information to:

- manage your application and participation in Envoy
- place you in an appropriate Envoy group/community
- communicate with you about sessions and the programme
- support the safe and effective running of Envoy
- understand who Envoy is reaching and report appropriately to our funders
- learn from and improve Envoy

Where we report on Envoy to funders or partners, we will normally use combined or anonymised information rather than identifying you personally.

Who looks after your information

Envoy is part of **Church Army**, which is responsible for how your personal information is used and protected.

We only share personal information where there is a genuine reason to do so - for example, with people involved in administering Envoy, relevant Church Army staff, or where we are legally required to share information.

We will not sell your personal information.

Keeping your information safe

We use appropriate systems and procedures to keep your information secure and will only keep it for as long as it is needed in line with Church Army's policies and legal responsibilities.

You can ask us what information we hold about you, ask us to correct it, or raise a concern about how it is being used.

For full details about how Church Army handles personal information and your rights, please see the [Church Army Privacy Notice](#).

If you have a question about how Envoy uses your information, please contact the Envoy team through the contact details on this website.