



# Privacy Policy for Resurrection Christian Academy (RCA)

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## Application of Privacy Policy

This privacy policy applies to all personal information submitted by Users through the RCA website and also by information submitted to the school office.

## Personal Information

RCA may need to collect general information about you, including your name, address, and other contact details in order to contact you. RCA may also collect this and other types of personal information during the course of dealing with you, for example when you register for events like the golf marathon or dinner theatre, when you sign up to help with events, when you sign up to receive correspondence, when you purchase products for fundraising efforts or when you make online payments or complete forms.

In order to make a payment or donation to RCA, all Users will need to submit certain personal information about themselves when completing PayPal transactions or when completing and submitting the PAG application. This will include your name, phone number, postal address and email address. Users may also be asked to submit further information from time to time.

## Use of Information and Data

RCA uses the information you provide for the purposes for which it was originally collected, for example, to respond to your email or to provide the programs/services/products you requested or to allow us to collect payments or donations and to provide charitable receipts. Your information will not be shared with any third parties either for their use or for distribution to other businesses. It is strictly for RCA purposes and activities.

## Consent

By registering or signing up for events, purchasing products, making payments/donations or completing applications or forms, whether through the RCA website or the school office, all Users consent to the collection, use, disclosure, storage and processing of their information in accordance with this privacy policy.

## Changes to Privacy Policy

RCA may amend or update this privacy policy from time to time, with or without notice to Users. All Users agree to be bound by the privacy policy that is in effect at the time they provide the personal information to RCA by whatever means.

## Protection of Personal Information

RCA takes precautions — including administrative, technical, and physical measures — to safeguard your personal information against loss, theft, and misuse, as well as against unauthorized access, disclosure, alteration, and destruction.

## Retention

RCA will retain your personal information for the period necessary to fulfill the purposes outlined in this Privacy Policy unless a longer retention period is required or permitted by law.