

BRUTON PARISH WEB POLICY

The Bruton Parish Episcopal Church website provides church members and the general public with a convenient source of information about the ministries of Bruton Parish. Information on the website comes from a variety of sources within the congregation, but principally from the ministries themselves.

We respect and protect the privacy of our members and others who use our website. This policy statement provides details about how your personal information is collected and used. Care has been taken to create a balance between the usefulness of the website and the privacy of individuals.

This policy statement applies to the Bruton Parish website, Bruton Bytes weekly e-mail distribution, and any other electronic or written means of communication from the Church.

Administration of the Policy

The Bruton Parish website is overseen by the Church Communications Committee, which periodically reviews the website to ensure that the web policy is being followed.

Every individual or ministry who posts to the site is responsible for the content posted. The church website administrator, in consultation with the Communications Committee, may deny access to the website or remove postings that are not in keeping with this policy.

Information Collection and Use

Bruton Parish Episcopal Church is the sole owner of information collected on our website or submitted to the Church. We do not give, share, sell, or transfer any personal information to a third party.

You can visit the Bruton website without telling us who you are or revealing any personal information about yourself. Bruton gathers "personally identifiable information" if you voluntarily submit inquiries to us through our contact forms (that is, your name, address, phone, fax, and e-mail address). You can choose not to provide this information, but doing so may limit our ability to respond to your inquiry.

If you have any questions about what information we currently hold about you or your organization or would like to discuss our mailings to you, please contact the church's communications director (address listed below).

We keep track of activity on our website via log files stored on our web servers. This includes information such as how many visits to our site we have received or how a visitor found our site.

Security and Privacy

Bruton Parish Episcopal Church takes care to reinforce the importance of our visitors' and members' security and privacy. Our employees are trained and required to safeguard your information, and we use physical, electronic, and procedural safeguards to restrict access to personal information. Additionally, we use internal and external resources to review the adequacy of our security procedures.

If the Bruton Parish website provides links to any external websites, and you choose to follow the links, please note that you may be going to sites that are beyond our control and standards. The privacy and security policies and procedures described for the Bruton Parish website do not apply to any external links.

Members Only Content

A portion of this website is restricted to members of Bruton Parish Church; access to the Members Only page requires a member's logon using a unique user name and a member-selected password. The restricted Members Only content includes articles such as volunteer schedules, the complete edition of The Chronicle, and the Bruton library catalogue.

Advertising

Bruton Parish Episcopal Church does accept advertising from third parties in our electronic or written communications. Items are limited to those that pertain directly to Church-organized events or activities and Church-sponsored outreach programs. Any exceptions to this policy must be approved by the Rector and Senior Warden.

Notification of Changes

These policies are in effect as of September 2011. Any changes to these policies must be approved by the Communications Committee. If our policies change at any time, we will post those changes to the Bruton Parish Episcopal Church website.

Contacting the Website

If you have any questions about this statement, the practices of this site, or your dealings with this website, you can contact Hilary Cooley, the church's communications director, at hcooley@brutonparish.org; (757) 345-2252; or Bruton Parish Church, P.O. Box 3520, Williamsburg, Va. 23187-3520.

September 21, 2011