



WhatsApp code of conduct

WhatsApp is a very useful tool that both our congregation and the Bromley Baptist Church team like to use both personally and officially. This social app is a fantastic tool to pass on information, share thoughts, prayers, comments and organise events.

However, with all the great things WhatsApp offers, if a group is not properly managed it could have the potential to breach people's privacy. As a result, the team at Bromley Baptist Church have put into place the following WhatsApp guidelines to ensure every official Bromley Baptist Church WhatsApp group or broadcast adheres to and continues to meet GDPR requirements.

Data protection is something Bromley Baptist Church take very seriously. For information about your personal data and privacy rights, please see our [privacy notice](#).

What is the difference between 'personal' WhatsApp groups and 'official' Bromley Baptist Church WhatsApp groups?

Sometimes members of the congregation and / or members of the church leadership may set up a personal WhatsApp group that could include other people from our church family. In these situations, Bromley Baptist Church is not responsible for the running, privacy or management of these groups, even if the group discusses Bromley Baptist Church related content. If a personal group has been set up and you would not like to be in it, you have the right to leave that group at any time.

Official Bromley Baptist Church WhatsApp groups are defined as a group that has been created by the church specifically to communicate church related information (including events or prayer). The group will be managed by a member of the church leadership team and will adhere to the below guidelines.

Bromley Baptist Church Official WhatsApp Group Guidelines

Bromley Baptist Church will only create a group in order to communicate church related information. You have right to leave the group at any time and can contact the administrator directly to request to not be added to any future groups.

There are 2 types of groups that Bromley Baptist Church could add you to:

- A broadcast group
- An interactive group

Both group types have its own guidelines, in order to ensure your privacy is protected. These specifics are outlined below.

1. Guidelines specifics for a broadcast group

- In most circumstances when a group is created solely for Bromley Baptist Church communications purposes, we will set up a WhatsApp broadcast group, so that only the administrator can pass on information.
- No group member can comment or participate in this type of group.
- Once the group has been set up, the administrator will inform you of the purpose of this group.
- The administrator has the right to remove members without warning should the person no longer be part of the congregation or relevant to the content being shared.
- Only the administrator can add people to the broadcast. If you think another member of the congregation should be part of this group, please let the administrator know.
- A broadcast group will be shut down when it is no longer needed, which will be determined by the administrator or another member of the church leadership team. The administrator will provide members a 2-day notice period before closing the group.

2. Guidelines specifics for an interactive group

In some circumstances an interactive WhatsApp group will need to be created. An interactive WhatsApp group is your standard type of group, where members can comment and ask questions to the group.

- Once a group of this nature has been set up, the administrator will then inform you of the purpose of this group. An example of this type of group could be an official prayer group where members can share prayer requests so that the other group members can pray.
- The administrator has the right to remove people from the group immediately if they are sending messages or material which could cause offence or distress.
- Members of the Group cannot share other members' contact details outside the group. If this happens, the administrator has the right to immediately exclude anyone who does this.
- Only the administrator can add people to an interactive group. If you think another member of the congregation should be part of this group, please let the administrator know.
- An interactive group will be shut down when it is no longer needed, which will be determined by the administrator or another member of the church leadership team. The administrator will provide members a 2-day notice period before closing the group.