



for parish office use only

Date rec'd _____

Baptism Cert

Fee

Parishioner

St Mary's Rectory
Draycott Terrace
London
SW3 2BG

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E: chelsea1@rcdow.org.uk

www.stmaryscadoganstreet.co.uk

REGISTRATION FORM FIRST HOLY COMMUNION PREPARATION 2023-2024 (PLEASE USE BLOCK CAPITALS, WRITE CLEARLY AND COMPLETE IN FULL)

PLEASE RETURN THIS FORM BY 28th JULY 2023

Child's Full Name (or as shown on Baptismal Certificate):

known as _____ Boy or Girl (please circle to indicate)

Date of Birth: _____ Place of Birth: _____ Age: _____

Date of Baptism: _____ Name of Church: _____

Address of Church of Baptism _____

You must enclose a copy of your Baptism Certificate with your application

School _____ School Year in September 2023 _____

Father's Name _____ Father's Religion _____

Mother's Name _____ Mother's Religion _____

Father Mob No. _____ Mother's Mob No. _____

Father's Email (pls write clearly) _____

Mother's Email (pls write clearly) _____

Preferred Email for communications (tick only 1 option): Father's Mother's Both

Family Address: _____

_____ Postcode _____ Home Tel _____

Usual church of Sunday Mass attendance _____

HEALTH & SAFETY & PHOTOGRAPHY FORM

PERMISSION: (IN CAPITALS PLEASE)

I give permission for _____ to participate in the **FIRST HOLY COMMUNION PREPARATION 2023-2024** at St Mary's Cadogan Street, Chelsea SW3 2QR.

Transport arrangements (for which parents/carers hold responsibility) _____ Collection from the preparation sessions which the children will attend

I _____ or Mr/Mrs/Miss _____ will collect my child. []

I am happy for my son/daughter to make his/her own way home. []

EMERGENCY CONTACT DETAILS: (IN CAPITALS PLEASE)

Name of Child: _____

1st Emergency Contact Name & Number: _____

2nd Emergency Contact Name & Number: _____

Please inform us of any medical conditions or special educational needs that we should be aware of, especially allergies and learning disabilities. A parent is obliged to stay at their child's preparation sessions should their child have **a serious medical condition**, as none of the catechists are allowed to administer medications, inhalers or epi-pens, etc.

Declaration

In the event of an emergency, every effort will be made by the Catechetical Coordinator to contact me. If for any reason this is not possible I agree to my son/daughter receiving emergency medical treatment as considered necessary by the medical authorities present.

Consent to display photographs

St Mary's recognises the need to ensure the welfare and safety of all children and young people. St Mary's will follow the guidance for the use of photographs which can be found at the following link /: <https://rcdow.org.uk/safeguarding/creating-a-safe-environment>. If you are not able to view this policy online or if you would like a copy of it please contact the Parish office.

Parents may wish to have photographs/videos at the First Holy Communion Mass and a professional photographer will be present. If you decide to participate in the event, your consent to photographs/videos being taken will be assumed. It will be your responsibility to remove your child(ren) from the immediate area where photographs/videos are taken if you are concerned about any aspects of the recording. **Parents, family members and guests are not allowed to take photos or videos during the First Holy Communion Mass.**

I understand that group/activity photographs may be taken during the FHC events and displayed in the Church or on the St Mary's website, and that only the official photographer has permission to take photos during the ceremony in line with the Church's policy and I give my consent to this

Signature: _____ **Date:** _____
(Parent/Guardian)

Form must be received by Friday 28th July 2023

Please retain this sheet for your records.

IMPORTANT INFORMATION (PLEASE READ)

- Your completed registration form **MUST BE RETURNED** to St Mary's Parish Office (in person, by post or email) for the attention of Muriel no later than Friday 28th July 2023.
- You must include a photocopy of your child's **Baptism Certificate** when you submit this form.
- You are also asked to contribute **£50.00** towards the cost of the course. Cheques are made payable to: "**St. Mary's RC Church**".
- Please return only pages 1-2.

**We are unable to accept/process your form if you do not include
A COPY OF THE BAPTISM CERTIFICATE AND THE COURSE FEE**

**Forms must be received by
Friday 28th July 2023**

If you have any queries, please contact the Catechetical Coordinator
Email: murielakahi@rcdow.org.uk or chelsea1@rcdow.org.uk / Tel: 020 7589 5487

ABOUT THE PROGRAMME

Regular attendance of Mass is a full part of preparing for First Communion and so we expect the families of all children in the programme to attend Mass every Saturday evening or Sunday with their children. If you regularly and intentionally fail to attend Mass you may be asked to delay your child's First Holy Communion.

We run a **Parent-Child Programme**. This means that Parents will be required to attend a number of sessions alongside their children. During those sessions, we would expect Parents to participate fully and cooperate with us as we journey together towards First Confession and Holy Communion.

Parents and their children are required to attend ALL the preparation meetings. The first meeting covers important information about the programme; the remaining meetings will prepare your child to receive First Reconciliation and First Holy Communion and help you to communicate the faith to your child.

Families having difficulties with the schedule of Sessions should discuss this with the Catechetical Coordinator or the Parish Priest at the earliest opportunity.

Missed Sessions. Parents and children should attend all sessions. **If more than two sessions are missed from the programme, your child's communion will be deferred to the following year when you will have more time to commit to the process.** Registers of attendance will be kept to help us with this decision. We prefer to be informed about absences prior to the event rather than after.

The dates of the programme and ceremony will be confirmed at the earliest opportunity.

Another date may be set at a later stage for the Presentation of Certificates. It would be good if all children and their families could attend this.

First Confession normally takes place during Lent. All children must attend their First Confession before they can make their First Holy Communion. We encourage Parents to consider making their child's First Confession a family celebration by approaching the Sacrament themselves and with other family members who might wish to join as well.

ACCEPTANCE CRITERIA

Incomplete applications cannot be processed
Late forms will not be accepted
Children must be in Year 3 and 7 years old at least
Our programme has limited capacity

If we receive applications above the capacity, the following will apply:

First – Children/families attending Saturday evening/Sunday Mass at St Mary’s Cadogan Street

Second - Children of Registered Parishioners

Third – Children of families living within the parish boundary

Could you help with the First Holy Communion programme?

Like other parishes St Mary’s relies on committed volunteers to be catechists and helpers on our First Holy Communion programme and we always need and appreciate more help; **without your help numbers on this programme may have to be severely restricted or it may not prove possible to run at all.** If you are willing to help or simply want to know more please contact Muriel or Fr Shaun.

Please note that this role is subject to DBS clearance.

Protecting your privacy

Your personal details will be held securely on file until the program has ended and the certificates have been presented. Details will also be stored securely on the parish computer until the next programme begins.

You can read our full privacy policy on <https://rcdow.org.uk/privacy/>