

HERVEY BAY CITY CATHOLIC PARISH BAPTISM POLICY

Once a family decides to baptise their child they bring their child to the parish to ask for baptism, thus committing themselves to the following procedures culminating in the child receiving the sacrament of baptism. It is the Church and Archdiocesan policy that parents must participate in some form of Baptismal Preparations and thus the following steps have been designed to assist families to achieve this within the Parish of Hervey Bay. If the candidate is over the age of 7 years they are to be enrolled in the Rite of Christian Initiation for Children (RCIC) program.

One of the parents and also the Godparents needs to be a Baptised Catholic.
(We require a copy of the Godparents Baptism Certificate)

Parents need to give at least one month's notice before the baptism ceremony so as to ensure the whole preparation for baptism can be completed. The Parish secretary, in consultation with the Priest, will advise the Parents of the available dates of baptism. **Baptisms are conducted on the second and fourth Sundays of the month at 10.30a.m unless otherwise negotiated with the Parish Priest.**

PROCEDURES

- 1. Telephone or visit parish office to make an appointment to see parish Priest.** Baptism details will be taken and a form completed. And a copy of the Childs Birth Certificate given to Parish Office. Both parents need to sign this form. This information is extremely important as it is used for the Baptism Certificate and Parish Sacramental Records. A fee of \$80 (*one child*) & \$100 (*two or more children*) is charged for the baptism. This fee is payable prior to, or on the day of interview with Parish Priest. The fee covers: The Priest's fee, the Booklet, Candle, Certificate and Stole.
(Please ask reception for our bank account information to pay via direct debit.)
- 2. Interview with Parish priest.** At the interview the date will be confirmed and fee paid to the parish secretary. Some reading material will be given to the family at this time and a time/date for a preparation evening will be given to the family.
- 3. Preparation Evening. To prepare your child for baptism, parents must attend a preparation evening.** The time and date preparation is set by the parish baptism preparation team and if you cannot attend you must contact the office directly and make arrangements to postpone the ceremony until a preparation evening can be attended. During this evening the ***Rite of Welcome*** and your attendance at a weekend mass prior to your child baptism will be discussed.
- 4. Rite of Welcome.** This is the initial part of the baptism ceremony and it is performed within a weekend mass in our parish prior to the baptism. **Parents must bring their child to a weekend mass prior to the baptism and present themselves to the priest who will perform the *Rite of Welcome* within the mass.** It is not compulsory for Godparents to be in attendance on this occasion.
- 5. The Baptism Ceremony.** It is a formal occasion where you and the Godparents listen to Scripture, prayers and receive blessings after a profession of faith on your child's behalf. **The use of photography equipment is permissible, however we ask that you approach the Priest prior to the ceremony and nominate a specific person to conduct this task.**

Other Enquiries

If you have any further enquiries, then please telephone the Parish Office on (07) 4124 3334 or email herveybay@bne.catholic.net.au for assistance.