



Mary Immaculate & St Gregory the Great, BARNET

First Holy Communion

TIMETABLE

Please email completed form, a family photo and your child's baptism certificate to
godfreymsumange@rcdow.org.uk

Child's Information

Name: _____

Date of Birth: _____

School: _____

School Year in
September 2026: _____

Home Address _____

Telephone Number: _____

Email Address: _____

Please share any
learning
disabilities/special
needs your child has: _____

Parent 1/Guardian Information

1, _____
Religion _____

Parent 2/Guardian Information

1, _____
Religion _____

Recognise my/our role(s) as the first teacher of our child(ren) in the practice of the
Catholic faith and wish to be supported in this role by enrolling

(Child) on the First Holy Communion/Reconciliation programme.

1/We understand that both the parents' sessions and children's sessions take precedence
over other activities

**Signed (Parent
1/guardian**

**Signed (Parent
1/guardian**



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General Data Protection Regulation Protecting your privacy

Your personal details will be stored and used by the parish for the purposes of conducting and administering the sacrament of Holy Communion.

By signing below, you acknowledge that church law requires some of your personal data to be entered in registers and stored permanently.

Details of how we process your data are on the full privacy notice and can be found at rcdow.org.uk/diocese/privacy-policy

I/we consent to my/our details being used and shared as above.

I/we also give consent to our names and our child's name being published in the newsletter.

Signed Date

Print name

Code of Conduct for children and young people involved in Church activities (e.g. groups, events, off-site-trips, retreats and pilgrimages)

Church groups seek to offer a positive experience for children and young people and where they can learn and grow in faithfulness in a safe and positive environment.

Church of Mary Immaculate and St Gregory the Great First Holy Communion Group are fully committed to safeguarding and promoting the well-being of all its members.

Everybody associated with the group should, always, show respect and understanding for the safety and welfare of others. Members are encouraged to be open always and to share any concerns or complaints that they may have about any aspect of the group with Fr Godfrey Msumange, the Parish Priest

As a member of the First Holy Communion Group, you are expected to abide by the following junior code of practice:

Children and young people are expected to:

- Be friendly and particularly welcoming to new members;
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, social class, race, cultural background, religious beliefs or sexual identity;
- Make your group a fun place to be;
- Be supportive and committed to other group members and offer comfort when required;
- Be loyal and give friends a second chance;
- Be respectful, helpful and trustworthy;
- Play a part in keeping themselves safe;
- Report inappropriate behavior or risky situations;
- Behave and listen to all instructions from the leaders and helpers and stick to the rules;
- Respect group leaders/helpers and accept decisions;
- Not be violent and aggressive;
- Refrain from rough and dangerous play;
- Take care of the equipment owned by the group;
- Refrain from the use of bad language, racial or sectarian references;
- Refrain from bullying; this includes bullying using new any form of social media;
- Not get involved in inappropriate peer pressure and push others into something they do not want to do;
- Pay any fees promptly;
- Not smoke, drink alcohol or take non-prescribed or illegal drugs on Church premises or at any event connected to Church activities.

Children / Young People have the right to:

- Be safe and happy in their chosen activity.
- Be respected and treated fairly.
- Take part as an equal to other children and young people in the group.
- Be protected from abuse by other members or outside sources.
- Ask for help.
- Be listened to.
- Be believed.
- Have any concerns taken seriously and acted on.
- Be referred to professional help if needed.
- Privacy.

Any minor misdemeanors and general misbehavior will be addressed by the group leader. More serious or persistent misbehavior may result in short term or permanent exclusion from the group. Parents will be informed at all stages.

I have read and understood the Code of Conduct and agree to abide by it.

Signature of child/young person:	
Print name child/young person:	
Date:	
Signature of parent /carer:	
Print name parent/carers:	
Date:	

Consent to the Safe Use of Images (Photography and Filming)

Data Protection

In accordance with the General Data Protection Regulation 2016 and Data Protection Act 2018, all personal data, including images (photographs and films for example), must be processed fairly and lawfully. To comply with this, we are bound to issue a privacy notice and inform you when:

- Photographs and films will be taken
- Why they will be taken
- What will be done with them
- Who may see them
- Any non-obvious consequences; for example, if the image from photographs and films is going to be used on a website, in a newsletter, or on televised programme.

We will state how long we plan to keep and use the image(s) and will contact you to seek consent if we wish to use the image(s) for another reason than that expressly stated herein.

Privacy Notice

To be completed by the Parish/Religious Congregation/Organisation

Name of parish/congregation/organisation that plans to record images:			
Context for recording images:			
The purpose for recording images is:			
Credit to be linked to images (if any):			
The planned use of these images is:			
Use may include:	☐	Use on web pages:	
	☐	Use in the publication:	
	☐	Used to promote:	
	☐	Used commercially to:	
	☐	Other (must be specified):	

We intend to keep these images for a period of:	
This means that the images will not be used after this date*:	<i>* Unless the terms of use are re-negotiated with the subject(s) in the image(s)</i>
Should you have any questions or concerns, please contact:	

We will take care to record images that respect the dignity and wellbeing of each individual, and will use secure storage and encryption technology, as well as follow best practice guidelines as laid out in the CSSA e-Safety Guidance in relation to these images. Should you have any concerns about the manner in which we handle your information and are not able to resolve these satisfactorily with us, please contact the [Information Commissioner](#) for advice and to [report a concern](#).

We recognise that there are some reasons why, for their own safety and/or wellbeing, some individuals will not want their images recorded or kept and we will always respect this.

To be completed by the subject of the photo (this includes children where it is deemed that they understand what they are agreeing to. Parents/carers must also give consent if the child/young person is under the age of 16 years).

☐ I give my express consent to being photographed and/or filmed in the course of the activities detailed above.
☐ I understand the ways in which these photographs, films and resulting images may be used, the period of time, and manner in which they will be stored.
☐ I know that it is my right to withdraw my consent at any time, without explanation.
Signature:
Full Name:
Date:

Statement of Consent of parents/carers for children and young people aged under 16 years, or person who has the legal authority e.g. lasting power of attorney for health and welfare, to make the decision on the person's behalf for young people aged 16-18 and adults who lack capacity to consent.

To be completed by the Parent / Carer

Full Name of subject of photograph:	
Date of Birth:	
Full name of person giving consent:	
Relationship to subject of the photograph:	
Work / Daytime Contact Number:	
Home / Evening Contact Number:	
Mobile Number:	
Do you want the child 's or adult's full name credited to their image?	☐ Yes ☐ No <i>NB: this may make them easier to be identified and contacted for nefarious purposes by third parties</i>
Do you have 'parental responsibility' or legal authority to provide consent?	☐ Yes ☐ No
☐ I have discussed the contents of this form with my child and we are in agreement.	
☐ I give my express consent to the person named above, being photographed and/or filmed as detailed in this form.	
☐ I understand the ways in which these photographs, films and resulting images may be used and the period of time and manner in which they will be kept.	
☐ I know that it is my right to withdraw my consent at any time, without explanation.	
Signature:	
Full Name:	
Date:	