



ASHBOURNE
DONAGHMORE
PARISH

Parish Sacramental Preparation Programme

Ashbourne-Donaghmore Parish endeavours to create a safe and protected environment which supports the children of our Parish in living their Catholic Faith through participation in the Parish Sacramental Preparation Programme.

Those participating in the Sacramental Preparation Programme agree to the following:

- Sacramental Preparation Classes will usually be held in the designated classroom, St. Finnian's Room, in the Parish Office, Church Grounds, Ashbourne.
 - From time to time a class may be held in the Church to allow children to practice for ceremonies.
 - Classes are of one hour duration, and are held weekly, after school, for 35 weeks from September to May each year.
 - Children are required to attend on time and to remain for the entire class each week.
 - It is the responsibility of parents/guardians to be on time when collecting children.
 - All children must accept the ground rules for classes and activities which teachers/catechists will clearly explain to them.
 - Children will not have access to the use of email or the internet when participating in our parish programmes.
 - The stores and offices in the building, with the exception of the classroom and toilets, should be considered out of bounds.
 - Children must not accept lifts to or from activities from teachers/catechists or volunteers, unless previously arranged with parents and the catechist/supervisor is notified.
 - Our Parish expects that children will have respect for themselves, their teachers, classmates, all Church property and especially the Church as a place of worship.
 - All participants must keep to the Sacramental Preparation Charter for these classes, otherwise they may be asked not to continue their participation.
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- The Sacramental Preparation Programme complies with the Diocesan Safeguarding Policy.
 - Any concerns regarding the welfare and safety of children participating in parish activities should be brought to the immediate attention of the Parish Safeguarding Representative, the designated person or the statutory authorities, the details of which can be found on the noticeboard in the Parish Office or church porch. (Ref. Sacramental Preparation Programme Policy n.43)
 - Breaches of discipline and disruptive behaviour, including bullying, will be dealt with in a manner that is fair and transparent, by more than one member of Church personnel. Discipline issues will be handled in partnership with parents (or guardians) and recorded when appropriate. (Ref. Code of Behaviour)
 - Parents who are dissatisfied with any aspect of the classes should inform the Parish Sacramental Programme co-ordinators.
 - The parish only accepts liability or responsibility for an incident or accident caused by the negligence or breach of statutory duty of the parish, its staff and volunteers.

(The above Charter is in full compliance with Safeguarding Guidelines from the Diocese of Meath.)