



Baptism Policy

Purpose:

To clarify the baptism criteria at St Botolph's Chevening Church for those seeking baptism for themselves or for their children.

To help individuals or parents to understand the seriousness of the promises they are making, including attendance at church.

Background:

This policy aligns with current Church of England requirements and is ratified by the St Botolph's PCC.

Scope and content:

The policy details the requirements for individuals or parents prior to baptism, and seeks to clarify current criteria.

Eligibility for baptism:

Church of England requirements state that people may be baptised at their parish church, in this case St Botolph's Chevening Church, if they:-

a) live in the parish,

AND/OR

b) attend the church regularly, by which it is meant at least once a month.

Applying for baptism:

To apply for baptism, people should first contact the church office, after which they will receive an email which will include:

a) This Baptism Policy

b) Available dates

c) Application for Baptism form

Attendance in church requirement:

If the applicant or, in the case of an infant their family, does not attend church regularly (by which it is meant at least once a month), then their attendance at church will be required three times before the chosen date of the baptism.

Preparation for baptism:

In preparation for the baptism, the candidate / their parents in the case of an infant will be required to

a) Confirm that they have read this Baptism Policy and agree to its terms

b) Attend church as outlined above

c) Attend all baptism preparation sessions, with the date and format to be set by the Rector.

Time and place of baptisms:

Baptisms will normally be carried out during a regular Sunday service and not as a stand-alone service, unless in exceptional circumstances and with the Rector's approval. Baptisms will be offered at the 9am Service of Holy Communion, the 10.30am Sunday Worship service or the 5pm informal service on the available dates.

If a baptism is required in an emergency situation, e.g. in the case of end-of-life, contact should be made with the church office for arrangements to be made.

The church strongly encourages parents who are not baptised to be baptised along with their children. Godparents must be baptised and ideally also confirmed.

Monitoring arrangements:

Attendance at church by non-regular worshippers will be monitored by an entry being made in the register kept on the welcome table. The family attending church is expected to complete this on the day.

Responsibility:

The Rector, Churchwardens and PCC are responsible for the implementation of this Policy.

Awareness within the church community:

This Policy is sent to those seeking baptism.

This Policy is available on the church website and a hard copy will additionally be kept in the church office.

Document control:

The master copy of the Policy will be stored electronically in the church office.

Date approved:

14 March 2022

Review date:

The PCC will review this policy every year in March and update it as necessary.

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Policy Holder:

Rector, Rev Hannah Adams

Date: 14 March 2022

It is recognised that for some families St Botolph's is their 'family' church, and historic links may be in place, although they may no longer live in the parish for various reasons. The Rector is able to baptise children who live outside the parish. In order to do this, she is required by Church of England law to 'seek the goodwill' of the vicar of the parish where the family live. If you don't know which parish you live in, the [A Church Near You](#) website enables you to look this up based on postcode.