

20 September 2022

Dear Parents,

The sacrament of Penance/Reconciliation is the next sacrament to be received by the children after the sacrament of First Holy Communion.

If you have a child who is currently in Year 5 or older and has received the sacrament of First Holy Communion and if you feel ready as a family to prepare with your child to receive the sacrament of Penance in 2023 please complete the attached enrolment forms and **return to us by Monday, 6 February 2023.**

This year the candidates from St Francis of Assisi West End, St Ita's Dutton Park and St Mary's South Brisbane will celebrate their Penance together at St Ita's Church Dutton Park on **Wednesday 22nd March 2023 at 6pm.**

Below are the important dates to contemplate when you are considering enrolling in the program.

(All the events below are mandatory for the candidates and their parents/guardians, and we strongly encourage to attend the weekend masses especially during the entire program)

| | |
|--------------------------------|---|
| Information Evening | Wednesday, 8 February 2023 - 6pm St Ita's Church Dutton Park |
| Commitment Mass | Saturday, 11 February 2023 - 5pm St Ita's Church Dutton Park |
| Retreat & Rehearsal | Saturday, 18 March 2023 - 9am St Francis' Hall West End |
| Celebration | Wednesday, 22 March 2023 - 6pm St Ita's Dutton Park |

We are very excited about creating a dynamic and informative Sacramental Program and believe it will be a program that you and your children will enjoy as they deepen their understanding of this important Sacrament in the context of our parish family.

We look forward to preparing your family and child for the Sacrament of Penance.

Sincerely,

Fr Joshy Parappully OFM Cap
Parish Priest

Sr Salvacion Bunao SFI
Pastoral Coordinator

The Sacramental Policy of the Archdiocese of Brisbane (2015) is structured as follows:

- Confirmation: the year they turn 8 yrs old - grade 3
- First Holy Communion: the year they turn 9 yrs old - grade 4
- Penance with Individual Reconciliation: the year they turn 10 yrs old - grade 5

PENANCE/RECONCILIATION 2023 - ENROLMENT FORM

*Please return the completed enrolment forms to the Parish Office
by Monday, 6 February 2023*

| | |
|--|-------------------|
| Child's Surname: | Given Names: |
| Date of birth: | Place of Birth: |
| Grade in school: | Name of School: |
| Date of Baptism: | Place of Baptism: |
| Address of baptism Church: | |
| Please attach the baptism certificate if your child wasn't confirmed in our Parish. | |
| Mother's information | |
| Mother's full name: | |
| Residential Address: | |
| Phone Numbers: (H) | (M) |
| Email: | |
| Father's information | |
| Father's full name: | |
| Residential Address: | |
| Phone number: (H) | (M) |
| Email: | |
| <p><u>Parental Authority for children to receive the Sacraments – Family Law Issues</u> <i>As prepared by the Catholic Archdiocese of Brisbane Vicar General's Office</i></p> <p style="background-color: yellow;">THIS SECTION OF THE FORM MUST BE SIGNED BY BOTH PARENTS</p> <p>A copy of any Court Orders concerning residence arrangements for the Candidate, time spent by the Candidate with either parent, or parenting issues must be supplied with this Enrolment Form.</p> <p>Are there any such Orders? Yes / No</p> <p>If yes, has a copy of every such Order been attached to this Enrolment Form? Yes / No</p> <p>We hereby give consent for the Candidate to be admitted to this Sacramental program of the Catholic Church.</p> <p>Mother's Signature: _____ Date: _____</p> <p>Father's Signature: _____ Date: _____</p> | |

We consent for data collection

Privacy

The privacy of all individuals is important to the Dutton Park Parish and South Brisbane Parish. We are committed to protecting all personal information we collect and hold. Our Privacy Policy is available at www.brisbanecatholic.org.au/privacy-policy/

Privacy Collection Statement

The parishes, school and agencies of the Archdiocese of Brisbane (we, us or our) may collect, use and disclose personal information about you. We collect personal information directly from you and may also collect personal information passively through our website. We collect your personal information to fulfil the mission and directions of our organisation, to minister the sacraments and provide pastoral care to you, to provide you with other services and products you are seeking, to communicate with you about the services and products we offer, to solicit donations and to comply with our legal and regulatory requirements. If the personal information you provide is incomplete or inaccurate, we may not be able to provide you with the services or products you seek. We may disclose personal information about you to our parishes, schools and agencies and service providers who assist us in operating our organisation.

Office Use Only

Paid Baptism certificate Family Law Document Sacramental Register PACS

PAYMENT DETAILS

Child's Full Name: _____

Parents' Name: _____

Your payment covers the cost of the resources used for this sacramental program.

Cost: \$50.00

Cash
 Direct Debit
 Credit Card (contact Parish Office to process)

Payment can be made via internet transfer, details are:

BSB: 064 786

Account: 006 226 001

Acc. Name: Dutton Park Church Account

Reference: {your child's last name} and 2023Penance
e.g. Smith2023Penance

Please note this bank account is for internet transactions only.

Date payment was made: _____
(this date will assist the office in locating your payment in our bank records)

PHOTOGRAPHIC/MEDIA CONSENT FORM

Information

I hereby consent to the collection and use of my personal images by photography or video recording.

I acknowledge these may be used on the Dutton Park and St Mary's Catholic Parishes website, in newsletters and publications as well as distributed to members.

I further acknowledge that my child/ren's image may be used by the Dutton Park and St Mary's Catholic Parishes to promote the Sacramental Program in the future.

I understand that no personal information, such as names, will be used in any publications unless express consent is given.

I also understand that my consent can be withdrawn at any time in writing to the Fr Joshy Parappully, Parish Priest at 47 Dornoch Tce, West End, Q 4101.

We understand that you may wish to make a photographic or video record of this celebration. In so doing please exercise courtesy, sensitivity and common sense in relation to photographing children other than your own. We request that you confirm with other children's parents before including them in your personal photographs. The images that you take should only be used as your mementos of this event. Where photos contain children who are not yours, these should not be shared in any public forums, such as social media.

- I consent to the use of photographs or video footage for use on the Dutton Park and St Mary's Catholic Parishes website, in newsletters and publications as well as for distribution to members.
- I consent to photographs or video footage being used to promote future Parishes events by the Sacramental Team and other media.
- I further understand that this consent may be withdrawn by me at any time, upon written notice. I give this consent voluntarily.

Child/ren Name: _____

Parents/guardian Name: _____

Relation to the child/ren: _____

Parents/guardian Signature: _____ Date: _____

Please note that this information will be stored in a secure place in the Parish Office. This form will only be kept by the Parish Office for this specific purpose. This information will remain confidential. For more information on our Privacy Policy please see www.duttonparkcatholic.org.au .

PRIVACY COLLECTION DISCLOSURE CONSENT FORM

(Only applicable for overseas Baptism)

Statement

The parishes, schools and agencies of the Archdiocese of Brisbane (**we, us or our**) may collect, use and disclose personal information about you. We collect personal information directly from you and may also collect personal information passively through our website.

We collect your personal information to fulfil the mission and directions of our organisation, to administer the sacraments and provide pastoral care to you, to provide you with other services and products you are seeking, to communicate with you about the services and products we offer, to solicit donations and to comply with our legal and regulatory requirements. If the personal information you provide is incomplete or inaccurate, we may not be able to provide you with the services or products you seek. We may disclose personal information about you to our parishes, schools and agencies and service providers who assist us in operating our organisation.

Consent to overseas disclosures

If you were baptised overseas, we are required by Church law to advise that overseas parish of other sacraments you have received. As set out below, by giving us your personal information you consent to us disclosing that information to the overseas parish:

I consent to the disclosure of personal information to an overseas parish for the purpose of recording sacraments. I acknowledge and agree that by providing consent, Australian Privacy Principle 8.1 does not apply and the Archdiocese does not have to take reasonable steps to ensure that information is treated in accordance with the Privacy Act.

Child/ren Name: _____

Parents/guardian Name: _____

Relation to the child/ren: _____

Parents/guardian Signature: _____ Date: _____

Our Privacy Policy (available on our website or on request) sets out how you can access and ask for correction of your personal information, how you can complain about privacy-related matters and how we respond to complaints.

Contact details:

Address: GPO Box 282, Brisbane, Queensland, 4001

Email address: privacyofficer@bne.catholic.net.au