



Guidance on Requests by Individuals for use of Church Property for One Off Private Functions

Church property is primarily for use for Church sponsored activities and as such has insurance to cover the property, and the activities organised by the Church body.

Such activities include:

- Ministry with children that is organised by the Church body as part of sacramental celebrations (for example a Communion or Confirmation celebration involving a number of children). In these situations, the responsibility for safeguarding rests with the Church body;
- Parish or religious order related events that are under the direction and control of the parish priest/local superior. In these situations, the responsibility for safeguarding rests with the Church body;
- Parish or religious order school activities. In these situations, it is advisable that the school and the Church body agree who is responsible for safeguarding using Guidance S6.E.

Individual adults (parents/guardians/family members) may approach the parish priest/local superior to seek use of Church property for a private function with children outside of the activities listed above. **Such activities will not be covered under the Church's child safeguarding procedures and may not be covered under the Church's insurance cover.** Inherently there will be risks associated with such activities that the Church should not accept responsibility for and therefore letting the property for such one off events should be discouraged.