

Baptism Enquiry Form

This form is for enquiries only and is not a Baptism booking form. The completed form needs to be brought to the Parish “Open House” meeting with the Parish Priest. For availability see the weekly parish bulletin on the website.

Child's Details			
Name		Date of Birth	
Parents Details			
Father's Name		Religion	
Mother's Name		Religion	
Mother's Maiden Name			
Address			
Contact Details	Telephone:	Email:	
Godparents			
Catholic Godparents (<i>Every child must have a Catholic godfather and godmother</i>)	1.	2.	
Non-Catholic Godparent(s) (<i>Optional but they must be baptised in a Christian church – no more than two</i>)	1.	2.	
To be completed by Parish Office			
Provisional date & time of Baptism			
Place of Baptism			
Date attended Baptism preparation			
Baptism Celebrant			
Date of Baptism			
Celebrant to sign			

Privacy Notice

The Parish is part of the Archdiocese of Birmingham. The information collected on this form helps with the preparations to be undertaken before baptism and will be handled by the Archdiocese of Birmingham registered charity number 234216 as set out in its privacy policy on its website at <https://www.birminghamdiocese.org.uk/privacy-policy> and in accordance with this statement.

The following information on this form will be entered into the Register of Baptisms or in the Diocesan Archives securely: the full name of the person to be baptised, their date of birth, the names of their parents (where relevant), and of their Godparent(s). That information will be kept indefinitely. The name of the person baptised will be published in the parish newsletter which is also made available online.

Information from the Register of Baptisms may in the future be sent to any Catholic church in the world, where the person baptised has asked to receive a further sacrament in that parish. The reason for this is that to receive any further sacrament, evidence of baptism is necessary.

The legal basis for processing this personal data is that it is necessary in the legitimate interests of the Church to do so. Some of the information retained is special category information because it reveals someone's religion. This processing of that personal data is a legitimate activity of the Church and relates to members or former members of the Church (or to persons who have regular contact with it) in connection with its purposes. The reason for the processing is that the Church needs to know who it has baptised. The privacy impact caused by this processing of this personal data is minimal because it is kept securely and will be provided only to the person baptised (or whilst they are under 13 to their parents) on proof of identity. It will not be shared outside the Roman Catholic church unless we are required to do so by law. The personal data contained on this form will be kept for no more than one year after date of the baptism OR The personal data contained in this form will be kept for no more than [11 years] after the date of baptism so that the Parish can contact the person baptised or (where relevant) their parents about the reception of other sacraments.