

**BAPTISM GUIDELINES**  
**ST. PETER CATHOLIC CHURCH**  
**Office Phone: 481-3511**

Pastor  
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Liturgist

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Congratulations on the gift of life with which God has so richly blessed you!

These *Baptism Guidelines* are an important tool for you to use when planning this sacrament for your child. We want this baptism to be a special time for your entire family, a moment truly filled with the grace of God.

Our Catholic faith teaches us that “Baptism is the basis of the whole Christian life, the gateway to life in the Spirit, and the door which gives access to the other sacraments. Baptism imprints on the soul an indelible spiritual sign, the character, which consecrates the baptized person for Christian worship. Baptism makes us members of the body of Christ – we are members of one another. For by one Spirit we were all baptized into one body.” (*The Catechism of the Catholic Faith*)

We hope that you take these words to heart as you plan your child’s Baptism. We are here to assist you in that planning and to perform this important ceremony.

**Read these *Guidelines* carefully!** They are born of the experience of many Baptisms held at St. Peter over the years. They are meant to eliminate any confusion and stress as you plan your child’s ceremony. It is your responsibility to make sure that you understand them and follow them. If you have questions after attending the Baptism Class, please contact the office as soon as possible.

## Requirements:

1. At least one parent must be a practicing Catholic.
2. You are registered members of the parish.
3. If one of the following conditions applies, we need an “Exit Permission.” This is a note from your parish priest stating that you are (or were) a member in good standing at that parish and that he gives his permission for your child to be baptized at St. Peter:
  - The child’s parents have moved here within the last 6 months.
  - The child’s grandparent(s) is a registered member of St. Peter and the parents are traveling here from another parish for the baptism.
4. Preferably both, but at least one godparent, must be a **confirmed**, practicing Catholic. You should have one male and one female godparent. You may have one Christian witness if you only have one Catholic godparent. A Christian witness is a baptized Christian who regularly attends a Christian church and practices his or her faith.
5. Parents and godparents, whether Catholic or not, must attend a Baptism class either here or at their home parish. A letter from the parish where the class was taken must be sent to St. Peter.
6. Godparents must fill out our Godparent Eligibility Form found on the website, and have it signed by their pastor.
7. Children five years of age and older who are to be baptized must be enrolled in a Religious Education class. We will help you determine which class is best for your child. If your child is older than the second grade, please contact the Director of Faith Formation for special requirements.
8. All baptismal record forms, including any exit permission forms and/or letters from other parishes, must be completed and returned **10 days** before the scheduled baptism. ***The diocese is now requiring a copy of the child’s birth certificate to be submitted with all the paperwork.***
9. Baptismal paperwork is kept for 6 months. After six months, if you have not had your child baptized, you must begin the process over again. Please alert the office if special circumstances arise.

## Baptism Class:

1. You are encouraged to attend class prior to the birth or adoption of your child, so that there is no delay when you are ready to have your child baptized.
2. The Baptism Class is held the second Saturday of the month from 9am-noon in large conference room. Breakfast is provided. You *must* pre-register in order to attend the class by calling or emailing April Charlton. (april.charlton@petertherock.org)

3. Baby-sitting may be provided with prior reservation; please let April know when you register that you need a sitter. She will then try to make arrangements with our church nursery staff.
4. Diocesan rules state that you must attend a baptism class if it has been 2 or more years since the baptism of your last child. If it has been more than two years, parents and godparents need to attend the class no matter how many older, baptized children they have.

### Baptism Ceremony:

1. Baptisms are scheduled through April Charlton only. After completing the paperwork, you must contact her to arrange the baptism date and time.
2. Baptisms can be celebrated within Mass or outside of Mass. Baptisms during Mass are celebrated by the priest. Baptisms after Mass are officiated by one of the parish deacons.
3. One pew is reserved for family and friends near the baptismal font for baptisms during Mass.
4. The family is encouraged to bring the gifts to the altar during the presentation if the child is being baptized during Mass.
5. Photographs and video cameras are welcome.
6. Baptism certificates are usually ready for you to pick up the day of the baptism.

**SPECIAL NOTE:** If you want a deacon or priest, not from our parish, who is a personal friend of the family to perform the baptism ceremony at St. Peter, special arrangements must be made through the parish offices with the consent of the pastor. The visiting deacon or priest must send a letter of good standing through the proper diocesan channels. All other requirements as outlined in these *Guidelines* must still be met.

### **REMEMBER!**

It is your responsibility to call the office to schedule the baptism and to ensure that all required forms are in the church office **10 days** prior to the scheduled baptism date.