



# ARCHDIOCESE OF SOUTHWARK

## Extraordinary Minister of Holy Communion

### CODE OF CONDUCT

Extraordinary Ministers of Holy Communion are commissioned by the Diocese to assist with the distribution of Holy Communion at one parish. The primary role is to take Communion to the sick.

Extraordinary Ministers of Holy Communion will be directed by the Parish Priest, or another person delegated by the Parish Priest, to take Communion to the sick at home, in hospital or in a residential care home or be included on a rota to assist with distribution at Mass.

The Extraordinary Minister will be responsible to the Parish Priest and must communicate any concerns about their role immediately to the Parish Priest (or in their absence the local Dean).

As a Commissioned Minister of Holy Communion please recognise that you are representing the local Catholic Parish and you have a responsibility to guard your own reputation and that of the parish you are representing.

#### **Extraordinary Ministers MUST**

- Treat everyone whom they visit with respect
- Respect the privacy and confidentiality of those they visit
- Ensure that they themselves and the people that they visit are safe as far as is practicable by
  - i. Checking if there should be a chaperone present
  - ii. Engaging with family members
  - iii. Not visiting in closed or locked rooms
  - iv. Remaining in sight of hospital, or nursing home staff
  - v. Gathering a group of people to pray and receive Holy Communion together

#### **Extraordinary Ministers MUST NOT**

- Provide personal or medical care to those they visit
- Get involved in assisting those they visit with their personal/financial affairs
- Accept personally any material gifts or gifts of money – such gifts should be given to the parish
- Get involved in being nominated as Power of Attorney, or Next of Kin for those that they visit (except in the case of their being related to the person they are visiting)

At all times if there are any issues of concern that arise from visits to the sick the Extraordinary Minister must seek support from the Parish Priest and/or the Safeguarding Office and know how to raise a concern with Police/Adult Social Care.