



Retired Priests, Visiting Priests, Missions / Novenas, Parish Ministry, Diocesan Priests Ministering outside the diocese

Retired Priests of the Kerry Diocese

Retired Priests who minister in the diocese

- Valid celebret & sign sacristy register
- Vetting approval (renew every 5 years)
- Safeguarding Training (renew every 3 years)
- Read, sign and fulfil *Agreement for Adults working with Children Form*

Retired Priests who do not minister in the diocese but occasionally concelebrate at Masses

- Valid celebret & sign sacristy register

Active or retired Priests from outside the Diocese of Kerry who wish to minister

- Priest must write to Bishop Ray outlining request to minister
- Priest must complete *Declaration of Good Standing Form*
- His Church Authority must complete the *Confirmation of Good Standing Form*
- Bishop Ray to confirm approval by letter
- Valid celebret & sign sacristy register
- Vetting approval (renew every 5 years). Option to share vetting via own Church Body
- Receive copy of Diocesan Safeguarding Handbook and attend Safeguarding Training (renew every 3 years).
- Read, sign and fulfil *Agreement for Adults working with Children Form*

Retired Priests from outside the Diocese who do not minister in the diocese but occasionally concelebrate at Masses

- Valid celebret & sign sacristy register

Once off ministries (weddings, funerals, Baptisms, once-off Mass)

- Valid celebret or current letter of good standing
- Sign sacristy register



Retired Priests, Visiting Priests, Missions / Novenas, Parish Ministry, Diocesan Priests Ministering outside the diocese

Missions, Novenas & Retreats (Clergy and Laity)

- Valid celebret (Clergy) and sign sacristy register
- Leader must complete *Declaration of Good Standing Form*
- Their Church Authority must complete the *Confirmation of Good Standing Form*
- Complete *Safeguarding Form for Novenas, Missions, Retreats*

Current Priests and Deacons of the Diocese

- Valid celebret & sign sacristy register
- Vetting approval (renew every 5 years)
- Safeguarding Training (renew every 3 years)
- Read, sign and fulfil *Agreement for Adults working with Children Form*

Procedures for Diocesan Clergy who have ministry with children in an external organisation/Church body

- Diocesan Clergy who are ministering long-term in an external organisation/Church Body must adhere to the safeguarding procedures of that organisation/Church Body.
- There is a requirement for Clergy to complete a form for the Diocese of Kerry Safeguarding Office stating that they are fully aware and compliant with the safeguarding policy and procedures of the organisation/Church body where they minister. Form available from the Diocese Office.

If a Priest is visiting your parish and you are unsure about the safeguarding requirement please contact: Jacklyn McCarthy | Director of Safeguarding | 0646631168 | jacklynmccarty@dioceseofkerry.org