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Scouting Ireland – Funeral Guidelines				

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Catholic Funerals

The following guidelines are intended to assist members of a Catholic Sponsored Scout Group participate in the funeral.

The death of a member or friend of Scouting is a sad occasion. It is important that we pay our respects to the deceased person, their family and relatives with due care and consideration.

Introduction:

The death of a member or friend of Scouting is a sad occasion. It is important that we pay our respects to the deceased person, their family and relatives with due care and consideration

It is a great privilege to be permitted by a family to share in their grief and participate in a funeral, so remember at all times to be discrete – you are there to honour the memory of the deceased, not be the centre of attraction!

Things to do:

The following is a summary of things to do with regard to involvement of the Group at Funerals:

- Do get permission from the family of the deceased before making any arrangements for the Group to participate in a Funeral.
- Do choose Pall bearers / Guard of Honour and have them practice any procedures that have been agreed
- Do practice any drills or parade formations with the Group in advance; our motto is 'Be Prepared' so this could be as a normal part of Group activities.
- Do consult with the Undertakers / Funeral Directors on how to lift / carry a coffin.
- Do consult the Parish Priest or a member of his Parish team with regard to activities of the Group inside the Church.
- Do consult with the officiating Priest with regard to involvement of members of the Group in the Liturgy of the Mass.

Consultations with the Family and the Church:

If the Group wishes to attend the funeral and participate as representatives of Scouting, it is important that the family of deceased are consulted through the Priests of the Parish or the undertaker before any involvement, with regard to: Uniformed Presence, Pall Bearing, Guard of Honour, or the placing of the Scout Flag on Coffin, etc. is planned.

If attending as members of Scouting everyone should do so, if possible, in full Scout uniform.

If it has been agreed that members of the Group can act as Pall Bearers, detail six or eight 'sturdy' Leaders or Venture Scouts (ideally of the same height) to do this duty.

This group will act as a Pall Bearers / Guard of Honour and if requested to do so, may carry the coffin either: from the hearse to the Church or at the end of Mass from the Church to the hearse – ask the funeral directors staff for directions on how to lift and or carry the coffin.

The removal of the remains to the Church:

Depending on the part of the Country in which the funeral is taking place, the removal of the remains to the Church may be either on the eve or morning of the funeral.

If the removals are on the 'eve' of the funeral, then the presence of Scouts in uniform as part of the congregation is usually sufficient – should the Group wish to sit together in the Church they should take their seats on the left hand side of the Church, as it is the tradition that the family and close friends of the deceased normally sit on the right hand side.

Depending on local custom, the hearse, accompanied by the family can arrive at the Church directly from the funeral home to be met by the other mourners, or it can proceed from the funeral home at a slow pace, with the bulk of the mourners walking behind it.

If the cortège is proceeding at walking pace, Pall Bearers should take their place on each side of hearse. Other uniformed members should precede the hearse or go directly to the church.

On arrival at the Church, uniformed members should divide into 2 rows, spaced out evenly between the entrance gates to the Church grounds and the Church doors.

Sufficient space should be allowed between the each row, so as to permit mourners to pass between them. The distance between the rows should also be wide enough to allow the hearse or bier to pass through.

Pall Bearers / Guard of Honour:

If Scouts are acting as Pall Bearers /Guard of Honour they should turn inwards towards the hearse and come to alert. If required to carry the coffin into the Church the Pall Bearers party should move to rear of hearse to receive coffin on their shoulders. Remember to follow the advice/directions of the undertakers.

If a colour party is in attendance, the Colours if carried, should be furled and tied with a black band or ribbon, and should precede the procession into Church.

It is advisable to consult with the Parish Priest or a member of the Parish team regarding Scout ceremonial activity inside Church.

If Requiem Mass follows the reception of remains, Pall Bearers having carried or accompanied the remains up through the Church may fall out and take their seat with the other members of the Group.

In some special circumstances they may however remain in position and form an Honour Guard at coffin for the duration of the Mass.

Attending Mass:

The policy of the Group should be that, where possible, every member of the Group should attend Mass when one of its members or the parent of one of the members has died.

However, it is important that the family or relatives of the dead person should be asked whether they wish the Scouts to attend the Funeral Mass as Scouts or participate in the Mass as altar servers, readers, ministers of the Eucharist, etc.

If the Group is turning out for the funeral of one of its members, notice should go to the County Commissioner, who should arrange to have a representative from the County to attend the Funeral.

Where the Funeral concerns a County officer, whether it is the Commissioner, or a member of his/her staff, then the County should turn out. Notice should be sent to National Headquarters, who should arrange for a representative to be present.

Flags in Church:

Before making detailed arrangements, please find out the wishes of the clergy in the use of flags inside the church.

If colours are carried in Church, we must bear in mind that the most important thing is the actual service which is taking place. Even if we feel that the Colour(s), be they Scout Flags or National Flag are very important we must remember that the real emphasis and respect must go to the funeral service.

When displaying colours inside the Church there are a number of options available:

- The colours can be placed in flag stand(s) that have already been positioned before the Mass or Service starts, in an unobtrusive spot, to the side of the altar.
- Alternatively, the flag bearer(s) take up position to the side and facing the altar.

If it is felt necessary that the flag bearer(s) should get a rest during the Mass, they should be relieve, at an appropriate time during the Mass, by the relieving party, this should be done when the congregation stands up for the Creed and at the Communion.

These procedures should be carried out with the minimum of complication, it is not necessary to go through elaborate saluting rituals.

All the relieving person has to do is walk up behind the person holding the colours, tip them on the shoulder and take over the holding of the flag.

The carrying of colours on parade should be something which the section has practiced at one or more of its meetings, and on the day, the person carrying the flag should be properly attired in full and proper uniform.

Participation at Mass:

Please consult with family of deceased through the Priest with regard to participation by members of the Group at Mass.

For example, members of the Group can assist as:

- Altar Servers:
- Readers
- Prayers for the faithful
- Ministers of the Eucharist

Outside the Church after Mass:

If the Group is not attending the cemetery they should:

- Take up a position on the road, in the direction of the cemetery.
- They should line both sides of the road, (provided it is safe to do so), stand at ease and as the funeral cortège passes, come to alert and give the salute.

If the Group is attending the cemetery they should:

- On arrival at cemetery the Group should join with the other mourners as they accompany the coffin. When the grave is reached remember to keep a discrete distance back, to allow sufficient space for mourners and officiating clergy to get close to the grave.
- When the coffin is placed on grave, and if it has been draped with a flag, two Leaders should step forward and with due ceremony retrieve and fold it before stepping back to ranks.
- As coffin is lowered into grave, the Leader in charge shall bring the Scout Party to alert and give the salute.
- Colours should be dipped in final tribute.
- The Scout Prayer may be recited at end of Burial Service.

General information:

Please be advised that: *Under the Order of Christian Funerals, General Introduction No 38* titled *Other Symbols* the following is the Catholic Church guidelines on funerals:

- If it is the custom in the local community, a pall may be placed over the coffin when it is received at the church. The pall is a sign of the Christian dignity of the person. The use of the pall also signifies that all are equal in the eyes of God (see James 2:1-9).
- A Book of the Gospels or a Bible may be placed on the coffin as a sign that Christians live by the word of God and that fidelity to that word leads to eternal life.

- A cross may be placed on the coffin as a reminder that the Christian is marked by the cross in baptism and through Jesus suffering on the cross is brought to the victory of his resurrection.
- Fresh flowers, used in moderation, can enhance the setting of the funeral rites.
- Only Christian symbols may rest on or be placed near the coffin during the funeral liturgy. Any other symbols, for example, national flags, or flags or insignia of associations, have no place in the funeral liturgy.

Church of Ireland, Methodist Church and Presbyterian Church Funerals.

Introduction

The death of a member or friend of Scouting is a sad occasion. It is important that we pay our respects to the deceased person, their family and relatives with due care and consideration. It is a great privilege to be permitted by a family to participate in a funeral, so remember at all times to be discrete – you are there to honour the memory of the deceased, not be the centre of attraction!

If the Group wishes to attend the funeral and participate as representatives of Scouting, it is important that the family of deceased are consulted through the Clergy of the Parish/Congregation before any involvement, with regard to: Uniformed Presence, Pall Bearing, Guard of Honour, or the placing of the Scout Flag on Coffin, etc. is planned.

If attending as members of Scouting everyone should do so, if possible, in full Scout uniform.

If it has been agreed that members of the Group can act as Pall Bearers, detail six or eight 'sturdy' Leaders or Venture Scouts (ideally of the same height) to do this duty. This group will act as a Pall Bearers / Guard of Honour and if requested to do so, may carry the coffin either: from the hearse to the church or at the end of the service from the church to the hearse – ask the funeral directors staff for directions on how to lift and or carry the coffin.

The removal of the remains to the Church:

Depending on the part of the country in which the funeral is taking place, the removal of the remains to the church may be either on the evening before, or the morning of the funeral.

If the removals are on the 'eve' of the funeral, then the presence of Scouts in uniform as part of the congregation is usually sufficient – should the Group wish to sit together in the church they should check with the clergy re the appropriate place to sit.

Depending on local custom, the hearse, accompanied by the family can arrive at the church directly from the funeral home to be met by the other mourners, or it can proceed from the funeral home at a slow pace, with the bulk of the mourners walking behind it.

If the cortège is proceeding at walking pace, Pall Bearers should take their place on each side of hearse. Other uniformed members should precede the hearse or go directly to the church.

On arrival at the church, uniformed members should divide into 2 rows, spaced out evenly between the entrance gates to the church grounds and the church doors. Sufficient space should be allowed between the each row, so as to permit mourners to pass between them. The distance between the rows should also be wide enough to allow the hearse or bier to pass through.

Pall Bearers / Guard of Honour:

If Scouts are acting as Pall Bearers /Guard of Honour they should turn inwards towards the hearse and come to alert. If required to carry the coffin into church the Pall Bearers party should move to rear of hearse to receive coffin on their shoulders. Remember to follow the advice/directions of the undertakers.

If a colour party is in attendance, the Colours if carried should be furled and tied with a black band or ribbon, and should precede the procession into church. It is advisable to consult with the Rector, Curate or Minister regarding Scout ceremonial activity inside the church.

If the Funeral Service follows the reception of remains, Pall Bearers having carried or accompanied the remains up through the church may fall out and take their seat with the other members of the Group.

In some special circumstances they may however remain in position and form an Honour Guard at coffin for the duration of the Service.

Attending the Funeral Service:

If possible and subject to, individual's spiritual sensitivities, it would be desirable that each member of a Group attends the Funeral Service when one of its members or the parent of one of the members has died.

However, it is important that the family or relatives of the dead person should be asked whether they wish the Scouts to attend the Funeral Service as Scouts or participate in the service.

If the Group is turning out for the funeral of one of its members, an invitation should go to the County Commissioner, who should arrange to have a representative from the County to attend the Funeral.

Where the Funeral concerns a County officer, whether it is the Commissioner, or a member of his/her staff, then the County should turn out, and a representation of National Headquarters should also be present.

Flags in Church:

Before making detailed arrangements, please find out the wishes of the clergy in the use of flags inside the church.

If colours are carried in the church, it must be borne in mind that the most important thing is the actual service which is taking place. Even if we feel that the Colour(s), be they Scout Flags or National Flag are very important we must remember that the real emphasis and respect must go to the Funeral Service.

When displaying colours inside the church there are a number of options available:

The colours can be placed in flag stand(s) that have already been positioned before the Service starts, in an unobtrusive spot, to the side of the sanctuary.

Alternatively, the flag bearer(s) take up position to the side and facing the altar/Communion Table.

If it is felt necessary that the flag bearer(s) should get a rest during the Service, they should be relieved, at an appropriate time during the Service, by the relieving party; this should be done when the congregation stands up for a particular part of the Service – consult with the clergy as to when the appropriate time would be.

These procedures should be carried out with the minimum of complication, it is not necessary to go through elaborate saluting rituals. All the person has to do is walk up behind the person holding the colours, tip them on the shoulder and take over the holding of the flag.

The carrying of colours on parade should be something which the section has practised at one or more of its meetings, and on the day, the person carrying the flag should be properly attired in full and proper uniform.

Participation at the Service:

Please consult with family of deceased through the clergy with regard to participation by members of the Group at the Service.

Outside the Church:

- ***If the Group is not attending the cemetery or crematorium, the members should:***

Take up a position on the road, in the direction of the cemetery/crematorium. They should line both sides of the road, (provided it is safe to do so), stand at ease and as the funeral cortège passes, come to alert and give the salute.

- ***If the Group is attending the cemetery, the members should:***

On arrival at cemetery, the Group should join with the other mourners as they accompany the coffin. When the grave is reached remember to keep a discrete distance back, to allow sufficient space for mourners and officiating clergy to get close to the grave.

When the coffin is placed on grave, and if it has been draped with a flag, two Leaders should step forward and with due ceremony retrieve and fold it before stepping back to ranks, if this has been agreed with the family and the Clergy.

As coffin is lowered into grave, the Leader in charge shall bring the Scout Party to alert and give the salute, if this has been agreed with the family and the Clergy.

Colours should be dipped in Final Salute.

The Scout Prayer may be recited at end of Burial Service.

- ***If the Group is attending the crematorium, the members should:***

On arrival at crematorium, the Group should join with the other mourners as they follow the coffin into the chapel at the crematorium. Please remember to keep a discrete distance back, to allow sufficient space for the mourners in the crematorium chapel.

When the coffin is placed on the bier, and if it has been draped with a flag, two Leaders should step forward and with due ceremony retrieve and fold it before stepping back to ranks, if this has been agreed with the family and the Clergy.

As coffin slides away or as the curtains close around the coffin, the Leader in charge shall bring the Scout Party to alert and give the salute, if this has been agreed with the family and the Clergy.

Colours should be dipped in Final Salute.

The Scout Prayer may be recited at end of The Committal.

Members of The Religious Society of Friends

Introduction:

The death of a member or friend of Scouting is a sad occasion. It is important that we pay our respects to the deceased person, their family and relatives with due care and consideration. It is a great privilege to be permitted by a family to participate in a funeral, so remember at all times to be discreet – you are there to honour the memory of the deceased, not to be the centre of attraction.

The Friends' "Book of Christian Experience" 1998 advises:-

"The burial of Friends should be held in a spirit of quiet peace and trust. Natural sorrow there will be, especially for Friends taken away in youth and in the strength of their days, but often our thought will be one of great thankfulness for lives which have borne witness to the upholding power of Christ." L.1925

"Wherever possible the Meeting for Worship on the occasion of a burial should be held after the manner of the Society of Friends. Such a meeting has no fixed pre-arranged character. It may be held either in a convenient meeting place or at the graveside, or both. Gathering together in silence, all present are invited to enter into the communion of prayer, bearing in mind those who are bereaved. Silence may be broken by vocal prayer, by the reading of a passage from the Bible, or other helpful words, as well as by spoken messages, given with simplicity, avoiding any excessive eulogy. In this way loving remembrance and thankfulness for the life of one who has just passed from earth may rightly find expression, together with thoughts of comfort and sympathy for those left behind. Whether in silence or otherwise, all who are present may help by their thought and prayer, in the fellowship of the great family into which we are brought together by the Spirit of Christ." (From *On the Conduct of Quaker Burials*, by T. Edmund Harvey.)

If the Group wishes to attend the funeral and participate as representatives of Scouting, it is important that the family of the deceased is consulted, either directly, or through the person or Elder, responsible on the day. It should be remembered that Quaker funerals do not have any emphasis on ceremonial or show. Whilst attendance by a scout group or individual is welcome, their presence should not detract from the simplicity of the occasion and any group participation should be minimal and agreed beforehand.

Usually there would be no objection to scouts wearing uniform. Any clergy, however, should avoid wearing surplices and clerical garments, and are welcome to participate in a similar manner to anyone else attending. Any introduction of a prearranged funeral service would not be welcome. Service scouts might provide would be carrying the coffin and perhaps, in cooperation with the undertaker, lowering the coffin into the grave. Generally speaking just being there would be sufficient support for the family.

Flags outside the Meeting place would generally be acceptable, but they should not be brought into the Meeting House or displayed at the graveside.

Other arrangements would generally be acceptable as for other churches but if there is any doubt consultation beforehand is advised.

Useful contact would be Friends Headquarters Office in Dublin where advice on the best person to be in touch with may be given. *The Record Clerk, Quaker House, Stockinglane, Dublin 16. Tel: 01-4950021 Ext 221*

Generic Guidelines

** This document is a generic document. Please refer to the more detailed manual relating to specific religions and religious denominations on the Scouting Ireland website.

- A Scout Group may only participate in a funeral, with the expressed permission of the family of the deceased person, and in consultation with the person responsible for the funeral service, e.g. the priest, minister, worship leader, rabbi, imam, etc.
- If the Group wishes to attend the funeral and participate as representatives of Scouting, it is important that the family of deceased is consulted through the Worship Community's Leader(s) before any involvement with regard to: Uniformed Presence, Pall Bearing, Guard of Honour, or the placing of the Scout Flag on Coffin, etc. is planned.
- If attending as members of Scouting everyone should do so, if possible, in full Scout uniform.
- If possible and subject to, individual's spiritual sensitivities, it would be desirable that each member of a Group attends the Funeral Service when one of its members or the parent or sibling of one of the members has died. However, it is important that the family or relatives of the dead person should be asked whether they wish the Scouts to attend the Funeral Service as Scouts.
- If the Group is turning out for the funeral of one of its members, an invitation should go to the County Commissioner, who should arrange to have a representative from the County to attend the Funeral.
- Where the Funeral concerns a County officer, whether it is the Commissioner, or a member of his/her staff, then the County should turn out, and a representation of National Headquarters should also be present.