# DIOCESE Of Winchester(5Funeral Booking

Support Protocol April 2020

Context

1. This protocol is being shared with all Funeral Directors and licensed clergy in the Diocese of Winchester. It is designed to ensure the Church of England continues to provide authorised ministers to preside at funerals during the current outbreak of Covid-19.
2. At present a number of clergy in our diocese are self-isolating, on sick-leave or unavailable for usual duties. This number may increase over the coming weeks.
3. During this period, the Diocesan Team will provide additional support to Funeral Directors in line with the process described below.

Process

1. In the first instance all Funeral Directors should continue to contact local clergy in the usual way to book funerals. Parish contact details are available from local parish websites or through [www.achurchnearyou.com/](http://www.achurchnearyou.com/).
2. Where the local vicar cannot do the funeral or does not respond within 4 hours, the Funeral Director should email [funerals@winchester.anglican.org](mailto:funerals@winchester.anglican.org) giving details of the funeral.
3. The Diocesan Team will confirm receipt of the email and then source a clergy person to preside at the funeral. The clergy person’s details will then be confirmed with the Funeral Director to allow them to discuss specific arrangements directly.
4. Where it is a burial in a churchyard, Funeral Directors will need to liaise with the parish representative to agree and mark a grave space; the Diocesan Team will facilitate this if required.
5. Details of the funeral will be passed, by the Diocesan Team, to the relevant parish so that normal post funeral ministry can still be offered.
6. In exceptional cases, Funeral Directors can call on 01962 737345 or 01962 737348. Be aware that due to the current closure of the Diocesan Office these numbers cannot be covered at all times so email should always be your first option.

Process Overview



**CH  
March 2020**