

Instructions for Funeral Directors

(Extracts from Federation of Burial and Cremation Authorities Guidance)

Coffin construction

Coffins for cremation must be made of wood or a suitable wood by-product that is easily combustible and does not emit excessive smoke, toxic gases, or residue during cremation.

Coffins must not contain metal fittings or furniture except where necessary for safe construction. Only ferrous metal may be used where essential.

Cross pieces must not be attached to the bottom of the coffin. If additional strength is required, wooden strips may be fitted lengthways.

Coffins must not be painted or varnished but may be covered with a suitable cloth. Materials containing polyvinyl chloride (PVC) must not be used in the construction of the coffin or its furnishings.

Polystyrene may only be used for the coffin nameplate and must not exceed 90 grams in weight.

Coffin lining

Sawdust or cotton wool must not be used.

If sealing materials are required, metal, rubber or PVC must not be used.

Pitch or similar substances must not be used under any circumstances.

Coffin size and weight

Lake View Bereavement Centre office must be notified if the coffin exceeds the following maximum external dimensions (including handles and fittings):

86.4 inches × 39.6 inches × 24 inches (220 cm × 100 cm × 60 cm)

For health and safety, please notify the office if the weight exceeds 250 kg.

The total combined weight of the coffin and its contents must not exceed 250 kg (39 stone).

Prohibited items

The Funeral Director must ensure that no items are placed in the coffin which may cause damage to the cremator, present a safety risk, or breach environmental regulations.

Items that must not be present in the coffin include (but are not limited to) pacemakers or battery-operated medical devices, lithium batteries or electronic devices, glass items or bottles, pressurised containers, metal objects not integral to the coffin structure and plastics, PVC materials or synthetic materials not suitable for cremation.

If the deceased had a pacemaker or implanted battery-powered medical device, it must be removed prior to the coffin being brought to Lake View Bereavement Centre.

Coffin contents

Items may be placed in the coffin at the discretion of the family; however, the Funeral Director must ensure that any such items are suitable for cremation and do not pose a risk to the cremation process, cremation equipment, or the environment.

Items containing batteries, electronics, glass, plastics or synthetic materials must not be placed in the coffin. Soft toys or personal items containing batteries must be removed prior to the coffin being brought to Lake View Bereavement Centre. We reserve the right to refuse any coffin that does not comply with these requirements.

Statement of Understanding

Cremation within 72 hours

In accordance with the Guiding Principles for Cremation issued by the Institute of Cemetery and Crematorium Management (ICCM) the cremation should commence no later than 72 hours after the service of committal. This means that under normal circumstances the cremation is usually carried out shortly after the service and certainly on the same day, but there may be times when this is carried out the following morning, but no longer than the 72 hours stated.

Recycling of metals

All metals remaining following the cremation will be sent for recycling through a national scheme. This helps reduce the impact on our environment. Should you wish to dispose of the metals in any other way, then please indicate by ticking the box on the Service Arrangement Form.

Floral tributes

Floral tributes are displayed on the Tribute Terrace following the service. If they are not collected by the family, Lake View Bereavement Centre will dispose of them. For funerals held on Mondays, the floral tributes will be removed on Thursday at 08:30am; for Tuesday services they will be removed on Friday at 08:30am; and for Wednesday, Thursday and Friday services, they will be removed on Monday at 8.30am. Please note that Lake View Bereavement Centre cannot be held responsible for any tributes placed within the grounds.

Memorials

We offer a range of memorial options within our grounds. Please tick the appropriate box to find out more about our commemorative options. Please tick the box on the Service Arrangement Form under the Applicant's Details if you would like to be contacted.

Service recording

All funerals are recorded as standard and stored for 28 days via our media provider. Should you require a recording this can be requested within 28 days from the date of the funeral. Please contact the office.

Special Note – Cremation of Infants

In the case of infant cremations, parents should be advised that there may be occasions where no recoverable cremated remains are present following the cremation process. This is due to the natural composition of an infant's bone structure.

Funeral Directors should ensure that parents are made aware of this possibility before the cremation takes place, so they are able to make an informed decision regarding their chosen method of disposal.

Funeral director declaration

The Funeral Director hereby confirms that we have read and agreed to Lake View Bereavement Centre's Instructions. The Funeral Director must ensure that the pacemaker or implanted battery-operated medical device has been removed and the coffin and its contents comply with the cremation requirements and all relevant legislation and guidance.

Funeral director company name

Branch

Name of company representative

**Signature of the
Funeral Director**