

VOLUNTEERS WHO WORK WITH OR NEAR CHILDREN: PLEASE READ AND BE AWARE OF THE FOLLOWING...

If you are a volunteer for our parish and your volunteering involves working with children/minors or in proximity of children/minors, then you need to have completed several things in order for you to be in compliance with our diocesan (and hence our parish's) policy for Safe Environments for Children. What is required from all such volunteers is:

1. **You must sign and turn into the rectory office the acceptance form,** stating that you have received a copy of the **Diocese of Covington's Policies and Procedures for Addressing Sexual Misconduct** and that you understand and agree to abide by these policies and procedures. (These are available through the rectory office or the school office.)
2. **You must undergo a criminal background check through the Administrative Office of the Court (AOC).** These background checks are handled by the diocese, however you must provide the information to make the background check possible. This information includes your social security number and an email address. If anything shows on your record, you will be notified as well as the diocese, who will notify St. Therese. **To have this done, please contact the rectory office (441-1654) or the school office (441-0449).**
3. **You must attend one of the Virtus Training meetings.** The dates and time of these meetings are printed in the Messenger and listed on the Diocesan Website (www.covintondiocese.org). You must register for the meeting you wish to attend and you can do this over the internet. Go to the diocesan website and click on "Latest Virtue Training Schedule for Volunteers and Employees". You will also be asked to submit an email address so you can be notified about the articles you have to read (cf. #4) below.
4. After you have attended the Virtus Training, you will be asked to **read an article on the Virtus website each month.** You will be notified by email when each article is available for you to read. You must stay current with these articles, which take about 10 minutes to read.

Please note that **this is required** for all volunteers whose volunteering makes them responsible for children/minors, or directly involves children/minors, or places them in proximity of children/minors. This includes, but is not limited to: **coaches, athletic program/tournament directors**, pre-school religion program directors and volunteers, classroom volunteers, those who work with Boy Scouts or Girl Scouts, etc. If you have any question about whether you need to meet these requirements, please call (441-1654).

We are doing this:

1. So we can be informed as to how to protect children and provide a safe environment for them.
2. So persons involved in work with children/minors can grow in their awareness of professional expectations and conduct.
3. So our volunteers can be as professional as possible, have a habit of good practices, so as to protect oneself.
4. It is a diocesan policy mandated by our Bishop

The rectory staff is in the process of reviewing how well these requirements are being met by our volunteers and how we can best monitor compliance. If you are not in compliance on any or all of the above, please call the rectory (441-1654) to get things started. **If you are not in compliance, we cannot allow you to continue on as a volunteer.**

Thanks to all who have cooperated so far and who are in compliance.