

Catholic Diocese of Evansville Practices for Pastoral Conduct

Our children are the most important gifts God has entrusted to us. As one who works with children in any capacity, I promise to follow these best practices as a condition of my providing services to the children and youth of our diocese.

I will: a. treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.

b. report any suspected abuse and neglect to the local Child Protection Services agency or civil authorities; then inform the appropriate supervisor

c. report suspected sexual abuse by diocesan personnel to the local Child Protection Services agency or civil authorities; then inform the victim assistance coordinator.

d. cooperate fully in any investigation of abuse of children and/or youth.

e. participate fully in the required training sessions for adults working with children/youth.

f. refrain from smoking or using tobacco products at any time while serving children and/or youth in parish or diocesan sponsored functions.

g. refrain from using, possessing, or being under the influence of alcohol or illegal drugs at any time while serving children and/or youth in parish or diocesan functions.

◆ *I understand that failure to report suspected abuse to civil authorities is, according to the law, a Class B misdemeanor. The only exceptions to this requirement involve information learned within the Sacrament of Reconciliation or within an attorney-client relationship.*

◆ I understand that as one who works with children and/or youth in any capacity, I am subject to a thorough criminal history background check.

◆ I understand that any action inconsistent with these best practices may result in termination of my giving services to children and/or youth.

◆ I certify with my signature below that I have read the diocesan policies and procedures regarding sexual misconduct with minors.

Adult's Printed Name

Adult's Signature

Today's Date

Parish/Agency

Complete and return to Youth Protection Coordinator

BEST PRACTICES FOR ADULTS WHO WORK WITH YOUTH

Two-deep Leadership - Two approved ("approved" means that the Pastor knows the person and approves him or her AND the person has submitted to a criminal history background check) adult leaders or one approved leader and a parent of a participant, both of whom must be 21 years of age or older, are required for all parish sponsored youth activities.

No one-on-one contact - One-on-one contact between adults and youth is not permitted. In the rare situations that require personal conferences, the meeting is to be conducted in view of other adults and youths.

Respect of privacy - Adult leaders must respect the privacy of youth and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.

Separate accommodations - When staying overnight, no youth is permitted to sleep in the room of an adult other than his or her own parent or guardian.

Proper preparation for high adventure activities. Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, competent supervision, and safety measures.

No secret organizations - All aspects of the youth program are open to observation by pastors, parents, and leaders. Even in cases of closed membership (i.e. TEC, Knights of Columbus Squire Circles, etc.) parents and pastors MUST be admitted at any time to observe the program.

Appropriate attire - Proper clothing for activities is required. Modest dress is always required. Guidelines for appropriate attire for a given activity should be written and stated before all youth functions.

Constructive discipline - Discipline used in youth ministry, educational, and catechetical ministry should be constructive and reflect the Church's values. Corporal punishment is never permitted.

Hazing is prohibited - Physical hazing and initiations are prohibited and may not be included as part of any activity. Adult leaders must **monitor** and guide the leadership techniques used by youth leaders and ensure that diocesan policies are followed.

DIOCESAN POLICY: REPORT AND INFORM

*Youth are recognized and valued
as gifts from God*

REPORT CHILD ABUSE

Every allegation of child abuse must be reported to Child protection Services, an agency of Indiana State government.

REPORT AND INFORM

In the event of an allegation of sexual abuse of a minor (a person under 18) by diocesan personnel, report the allegation to authorities, and inform the Victims Assistance Coordinator for the diocese.

Toll-free: (866) 200-3004

Local: (812) 490-9565

CHILD ABUSE REPORTING LAWS

- Any person who has "reason to believe" must report
- Failure to report may be a Class B misdemeanor, as well as moral and/or civil liability.
- Names of reporters are confidential
- Immunity for reporters from civil or criminal liability when reporting in good faith

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Today's Date

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Retain for your records

CHILD ABUSE is the physical or mental injury, sexual abuse, exploitation, negligent treatment or maltreatment of a child under the age of 18 (except in the case of sexual abuse, where age is specified by the child protection law of the State) by a person who is responsible for the

PHYSICAL ABUSE involves striking, throwing, shaking, burning, suffocating, or drowning.

Physical indicators include Bruising or abrasions in suspicious areas and burns

NEGLECT involves Chronic failure to meet child's basic needs of food, clothing, shelter, Medical care, education, and/or supervision

Physical indicators include Fatigue, hunger, poor school attendance, lack of grooming or clothing, unattended health needs

SEXUAL ABUSE involves the utilization of a child for sexual gratification by an adult or older child in which the child is being used for the sexual stimulation of the adult.

Physical indicators include Sexually transmitted diseases, recurrent urinary tract infections, difficulty walking or sitting

EMOTIONAL ABUSE is harm inflicted by a constant pattern of verbal harassment, threats, and systematic destruction of a child's self esteem..

Physical indicators include Eating disorders, elimination problems, and speech disorders

Complying with Diocesan policy

If you have reason to believe a child is being abused or neglected, you must report it

Read carefully the Best practices for pastoral conduct. These are designed to protect children and young adults as well as those who minister to them.

Please note that this panel is designed to be removed, signed, and submitted to your Youth Protection Coordinator. Please include your printed name, signature, date and Parish.

A copy of the Best practices for Pastoral Conduct is included on another page of this brochure for your reference along with information about child abuse. Also on the front cover is the Diocesan report and inform policy

The full text of the diocesan policies and procedures is available at all parishes, at the Catholic Center, and on the diocesan website, www.evansville-diocese.org

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