



# Safeguarding All of God's Family

## Archdiocese of Milwaukee's Program for Creating a Safe Environment for All God's Children

### Safe Environment Education

The Safe Environment Office of the Archdiocese of Milwaukee is pleased to announce improvements to the Safeguarding All of God's Family program.

#### What this means for:

**EMPLOYEES AND STAFF** (Priests, parish directors, deacons, DREs, DYMs, school and parish staff, archdiocesan central office staff, and other paid and unpaid Church employees who have any contact with children or youth):

- Will read and sign the Code of Ethical Standards and the Mandatory Reporting Statement. (These documents should be kept on file at your parish or school unless you are a diocesan priest. In that case they are kept on file in the Chancery Office.)
- Will have a criminal background check (state and national) completed prior to beginning employment. (These documents should be kept on file at your parish or school unless you are a diocesan priest. In that case they are kept on file in the Chancery Office.)
- Employees/staff are required to attend a Safe Environment Education session. They will need to pre-register for the session on the Events page of the Archdiocese of Milwaukee website ([www.archmil.org](http://www.archmil.org)).
- All employees/staff are required to continue their education regarding Safeguarding All of God's Family. This continued education will be in the form of a quarterly Newsletter. Quarterly, the Safe Environment Office will publish Safeguarding All of God's Family Newsletter. When published, the Safe Environment Coordinator at the parish and/or school will receive a notice via email that the Newsletter is available. The Newsletter will be posted on the Archdiocese of Milwaukee's website under Resources (a link will be provided).

**VOLUNTEERS** (Catechists, athletic team coaches, Boy Scout/Girl Scout leaders, chaperones for overnight activities, and other Church volunteers who have regular contact with children or youth):

- Will read and sign the Code of Ethical Standards and the Mandatory Reporting Statement. A copy of the signed Code will be kept on file at parish or school. (These documents should be kept on file at your parish or school.)

- Will have a criminal background check (both state and national) completed prior to their volunteer service.  
(These documents should be kept on file at your parish or school.)
- All volunteers who have regular contact with children are required to attend Safe Environment Education session. They will need to pre-register for the session on the Events page of the Archdiocese of Milwaukee website ([www.archmil.org](http://www.archmil.org)).
- All volunteers who have regular contact with children are required to continue their education regarding Safeguarding All of God's Family. This continued education will be in the form of a quarterly Newsletter. Quarterly, the Safe Environment Office will publish Safeguarding All of God's Family Newsletter. When published, the Safe Environment Coordinator at the parish and/or school will receive a notice via email that the Newsletter is available. The Newsletter will be posted on the Archdiocese of Milwaukee's website under Resources (a link will be provided).

## **IDEAS FOR DISTRIBUTION OF NEWSLETTERS:**

### **EMPLOYEES & STAFF:**

- Send additional reminder after receiving email from Office of Sexual Abuse Prevention and Response Services
- Send newsletter with a "routing slip" to ensure all read
- Put newsletter in mailbox
- Make the newsletter available in several locations of parish or school

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- Put newsletter in mailbox
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### **PARENTS/GUARDIANS:**

- Parents of children enrolled in elementary or secondary schools as well as parents of children in Religious Education will receive the quarterly Safeguarding All of God's Family Newsletter. This newsletter should be printed out and sent home with the students.
- Make the newsletter available in several locations of parish or school

### **COMMUNITY AT LARGE**

- Parish members and the community at large should have access to the Safeguarding All of God's Family quarterly Newsletters. Parishes/schools can reprint the Newsletters and insert into parish bulletins, newsletters, etc.
- Make the newsletter available in several locations of parish or school