



ARCHDIOCESE OF ST. LOUIS

OFFICE OF CHILD AND YOUTH PROTECTION
POLICY, PROCEDURE AND GUIDELINES

REGISTERED SEX OFFENDER
PARTICIPATION & ACCOUNTABILITY

APRIL 2019

INTRODUCTION

The following Policy and Guidelines (“Policy”) have been developed by the Archdiocese of St. Louis (“Archdiocese”) to give guidance to employees, volunteers, religious, priests and deacons of the Archdiocese on the subject of those individuals registered for or otherwise known to be a sex offender (“Registered Sex Offender” or “RSO”). For the purposes of this Policy, the Archdiocese of St. Louis includes schools, parishes and agencies of the Archdiocese (hereafter collectively referred to as “SPA”). The primary goal of the Archdiocese in this regard is to prevent abuse, and the primary method of prevention is education and care in the hiring and evaluation of employees and volunteers. Since the possibility of child abuse must be recognized, the *Policies and Procedures Regarding Cases of Sexual Abuse of Minors by Clergy or Other Church Personnel* and the *Child Abuse and Neglect Reports Policy* include additional information and guidance on the investigation and reporting of incidents of child abuse, and assistance to those affected by abuse. Please refer to the *Safe Environment Program Policy, Procedures, and Guidelines* for additional information regarding the prevention of abuse and neglect.

POLICY

The Archdiocese is committed to ensuring that all of God’s children are safe and that policies exist to ensure consistency throughout all locations. All employees, volunteers, religious, priests, and deacons working in SPA’s are expected to support this policy and to comply with guidelines developed to implement this policy.

COMPLIANCE FOR REGISTERED SEX OFFENDERS

I. REQUIREMENTS FOR SEX OFFENDER PARTICIPATION AT PARISHES AND SCHOOLS AS WELL AS ARCHDIOCESAN HIGH SCHOOLS

As determined by the Archdiocese in accordance with the Office of Child and Youth Protection, a sex offender may not hold a volunteer or employee position at a parish or school and has a responsibility to make himself/herself known to the Pastor or to the Chief School Administrator if attending parish or school events. (Reference: *Parish and School Safety Plan for the Protection of Minors*, and *Archdiocesan High School Safety Plan for the Protection of Students*)

The decision of whether to allow a person who is a registered sex offender, or who is otherwise known to be a sex offender, to enter parish or school property shall be made by the Pastor. The decision of whether to allow a person who is a registered sex offender, or who is otherwise known to be a sex offender, to enter an Archdiocesan High School shall be made by the Chief School Administrator.

II. GUIDELINES FOR MASS

No one should ever be denied participation in liturgy, but a few precautions are in order. The registered sex offender should be encouraged to attend the same Mass each Sunday and, ideally, attend a service that is not a crowded, family Mass. The individual must sit in the same area every Sunday.

At the discretion of the Pastor, an usher may be alerted to the individual's presence. **The individual may not participate in any special role in the Mass or in any parish ministry.** Such participation would likely result in the ability for the individual to have contact with minors and/or could put the individual in a position where he/she could develop a relationship of trust with minors.

COMPLIANCE FOR REGISTERED SEX OFFENDERS

III. GUIDELINES FOR PARISH & SCHOOL ACTIVITIES AND ACTIVITIES INVOLVING ARCHDIOCESAN HIGH SCHOOLS

If a person who is a registered sex offender, or who is otherwise known to be a sex offender, has a close relative (i.e. child, step-child, grandchild, sibling, niece or nephew) in an Archdiocesan High School or other Archdiocesan Parish Program, he/she may be allowed to attend activities for that close relative (e.g. parent-teacher conferences, athletic events, school performances) provided that the individual agrees to abide by the *Parish and School Safety Plan for the Protection of Minors* and the *Archdiocesan High School Safety Plan for the Protection of Students* as appropriate.

The *Parish and School Safety Plan for the Protection of Minors* requires that the individual must always be accompanied by one or more adults (“Accompanying Adult”) who must be identified to and approved by the Pastor.

The *Archdiocesan High School Safety Plan for the Protection of Students* requires that the individual must always be accompanied by one or more adults (“Accompanying Adult”) who must be identified to and approved by the Chief School Administrator. Violation of a safety plan could result in the individual being restricted from attending future activities.

For additional information, please contact Sandra Price, Executive Director of the Office of Child and Youth Protection, at 314-792-7271.

Original date of approval: 7 October 2007

Revised: 17 January 2008

Revised and approved: 1 January 2015

Amended and approved by Archbishop Robert Carlson: April 2019

PARISH AND SCHOOL SAFETY PLAN FOR THE PROTECTION OF MINORS

_____ (“Individual”) is the _____ (relationship)
_____ (“Minor(s)”) who is/are currently enrolled in/at
_____ (“Parish/School” or “Activity”).

Individual is currently listed on the Sex Offender Registry of the State of Missouri or is *otherwise* known to be a sex offender. Individual and Parish/School agree as follows:

- 1) Individual shall not enter Parish/School property for reasons other than parent-teacher conferences or special events (School performances, athletic events, etc.) in which Minor is a participant.
- 2) When present on Parish/School property, Individual shall be accompanied at all times by a family member or another adult (both known as the “Accompanying Adult”) who is aware of Individual’s status and who is approved by and identified to the Pastor/Principal. The head of Parish/School or Activity will be given the names of the Individual and the Accompanying Adult.
- 3) Individual will arrive shortly before and leave immediately after any special event.
- 4) Individual shall refrain from interacting with other children at the Parish/School at all times.
- 5) If there should ever be a circumstance that this *Parish and School Safety Plan for the Protection of Minors* does not address, Individual will review the circumstance with the Pastor/Principal prior to taking any action.
- 6) Individual shall make himself/herself available to the Pastor/Principal to discuss and/or review the terms and conditions of this safety plan.

This *Parish and School Safety Plan for the Protection of Minors* may be modified, rescinded, or otherwise altered at the sole discretion of the Pastor/Principal.

Individual’s Signature & Date _____

Accompanying Adult’s Name & Phone _____

Pastor/Principal’s Signature & Date _____

ARCHDIOCESAN SCHOOL SAFETY PLAN FOR THE PROTECTION OF STUDENTS

_____ (“Individual”) is the _____ (relationship)
_____ (“Student(s)”) who is/are currently enrolled in/at
_____ (“School”).

Individual is currently listed on the Sex Offender Registry of the State of Missouri or is *otherwise* known to be a sex offender. Individual and Archdiocesan School agree as follows:

- 1) Individual shall not enter School property for reasons other than parent-teacher conferences or special events (School performances, athletic events, etc.) in which Student is a participant.
- 2) When present on School property, Individual shall be accompanied at all times by a family member or another adult (both known as the “Accompanying Adult”) who is aware of Individual’s status, and who is identified to the Chief School Administrator and made known to the head of the activity the Individual may want to attend.
- 3) Individual will arrive shortly before and leave immediately after any special event.
- 4) Individual shall refrain from interacting with other students of the School at all times.
- 5) If there should ever be a circumstance that this *Archdiocesan School Safety Plan for the Protection of Students* does not address, Individual will review the circumstance with the Chief School Administrator prior to taking any action.
- 6) Individual shall make himself/herself available to the Chief School Administrator to discuss/review the terms and conditions of this safety plan.

This *Archdiocesan School Safety Plan for the Protection of Students* may be modified, rescinded, or otherwise altered at the sole discretion of the Chief School Administrator.

Individual’s Signature & Date _____

Accompanying Adult’s Name & Phone _____

Chief Administrator’s Signature & Date _____

GENERAL PARISH SAFETY PLAN FOR THE PROTECTION OF MINORS

_____ (“Individual”) is a parishioner/resides
within the parish boundaries/attends Mass and receives the Sacraments at
_____ (“Parish”).

Individual is currently listed on the Sex Offender Registry of the State of Missouri
or is *otherwise* known to be a sex offender. Individual and Archdiocesan Parish
agree as follows:

- 1) Individual shall not enter Parish property for reasons other than attending Mass
and/or receiving the Sacraments.
- 3) Individual will arrive shortly before and leave immediately after Mass.
- 4) Individual shall refrain from interacting with minors at all times.
- 5) If there should ever be a circumstance that this *Parish Safety Plan for the Protection
of Students* does not address, Individual will review the circumstance with the Pastor
prior to taking any action.
- 6) Individual shall make himself/herself available to the Pastor to discuss/review the
terms and conditions of this safety plan.

This *Safety Plan for the Protection of Minors* may be modified, rescinded,
or otherwise altered at the sole discretion of the Pastor.

Individual’s Signature & Date _____

Accompanying Adult’s Name & Phone _____

Chief Administrator’s Signature & Date _____