

Diocese of Winona-Rochester Safe Environment Policies for all Catholic Churches¹

ALL Employees/Volunteers* (anyone who volunteers in any capacity with children or vulnerable adults for the Parish):

1. Sign the Volunteer Code of Conduct (Completed by employee/volunteer through VIRTUS registration process.
2. Complete a background check through S2Verify (Volunteers ONLY can complete through VIRTUS registration process, re-run every 5-years).
3. Complete VIRTUS Online training "**Protecting God's Children® Online Awareness Session 4.0**" offered in English and Spanish (recertify every 5-years).

Whom should read monthly VIRTUS training bulletins (This is not meant to be an inclusive list.)

- Priests
- Deacons
- Seminarians
- Parish Administrators
- **ALL** School Employees (Head Coaches paid or unpaid)
- Faith Formation Directors
- Youth Ministers
- Choir Director
- Altar Server Coordinator
- The head maintenance person because they would be the one locking up (and could be a key person to keep our facilities safe from any sexual predators).

Listing of those mandated to take VIRTUS training. (This is not meant as an inclusive list.)

- * Parish Staff (all)
- * Choir Director
- * Altar Server Coordinator
- * Scout Leaders – Boys, Girls, Campfire
- * Religious Education (catechists, assistants, hall monitors, food prepares, etc.)
- * Vacation Bible School Volunteers
- * Youth Group Director and volunteers
- * **ALL** School Staff – faculty, administrative, custodial, substitute teachers
- * **ALL** School Volunteers - Room Parents, Office Volunteers
- * Field Trip Chaperones & Drivers (even if for one event)
- * Retreat Chaperones & Drivers (even if for one event)
- * Camp Counselors, Chaperones & Drivers (even if for one event)
- * Part-time or Supply Clergy
- * Athletic Directors, Coaches and Assistants
- * Knights of Columbus (this requirement is in their National rules)
- * Parish Festival Chairpersons
- * St. Vincent de Paul Society
- * Soup kitchen/domestic shelter staffs/volunteers in locations where children are present

¹The Diocese of Winona-Rochester adopted these policies by the direction from the United States Conference of Catholic Bishops (USCCB). According to the '*Charter for the Protection of Children and Young People*' adopted in 2001.