Every adult who works with minors has a current background check. (We re-check everyone who is still active every 5 years.)

Every adult who works with minors has attended the initial 3-hr. VIRTUS live session.

Every adult who works with minors is up-to-date with his/her required ongoing-training (monthly VIRTUS bulletins -- and -- the Keeping the Promise Alive 3.0 re-certification video module, if it has been assigned to him/her).

Dates of upcoming VIRTUS sessions are provided to our new employees and volunteers.

The Promise to Protect – Pledge to Heal poster is located in an area that can be easily seen by employees and volunteers and anyone entering our church/mission/school.

The flyer, “How To Report Sexual Abuse of a Minor by a Cleric or Church Worker/Volunteer of the Diocese of Alexandria” that includes contact information for reporting sexual abuse, is located in an area that can be seen; and, additional copies are easily accessible to everyone entering our church/mission/school.

Since July 2021, an announcement/statement has been made/will be made (at least twice during the current audit year) that this flyer is available for those who wish to take one.

Since July 2021, an announcement/statement has been made/will be made (at least twice during the audit year) that the Diocesan Policy for the Protection of Minors can be accessed under Safe Environment on the diocesan website: www.diocesealex.org; and, that a hard copy may be requested from the Safe Environment Office.

Since July 2021, a declaration has been made that the diocesan Code of Pastoral Conduct for Priests, Deacons, Pastoral Ministers, Administrators, Staff, and Volunteers can be accessed under the Safe Environment section of the diocesan website: www.diocesealex.org; and, that a hard copy may be requested from the Safe Environment Office.

An announcement/statement has been made -- at least quarterly -- reminding employees and volunteers to check their online VIRTUS account to ensure they are current with required ongoing-training items (bulletins and/or re-certification video module).

[Assistance is available from the safe environment office, if needed.]
CHILDREN’S TRAINING Requirements for 2021-2022

___ Our children/youth have participated/will participate this audit year (2021-2022) in the VIRTUS Empowering God’s Children (EGC) training program. [This is mandated by the Charter for the Protection of Children & Young People.]
Lessons 5 & 6 have been/will be taught before February 15, 2022.

___ An Opt Out Form has been/will be provided to parents/guardians so that they are given an opportunity to “opt out” their child/ren’s attendance when the lessons are taught.
   ___ Any Opt Out Form that is returned to us has been placed in our 2021-2022 safe environment files.

___ If a child is/was not present for the lessons (for whatever reason, i.e., opted out, ill, etc.), a hard copy (of the lessons plans) has been/will be offered to the parents/guardians so that they may teach their child/ren the information at home. A record of this offer – and, whether the offer was accepted/rejected – has been recorded in our 2021-2022 safe environment files.

___ A roster/list of our CCD teachers (including “subs”) is on file; and this roster/list indicates whether or not each of them are safe environment compliant.

___ A roster/list of our children/youth is on file; and this roster/list indicates whether or not each child was “opted out/trained/absent” for Lessons 5 & 6.

___ The EGC Reporting Form, which indicates the data for those who were “opted out/trained/absent”, has been forwarded to the Safe Environment Office; and, a copy is in our files.

Parish and School Visits are planned to begin this year (per recommendation of auditors), so please have all of the above-listed documents/information/documentation in your files.

This is an inventory -- for you to use in your church/mission/school. These are some of the questions that are asked on the safe environment audit instrument and during on-site audits.

If at any time you have questions or need a supply of flyers and/or posters, please email Pam Delrie at pdelrie@diocesealex.org.