



St. Jude the Apostle Cathedral
Cathedral Parish of the Diocese of St. Petersburg



July 22, 2018

Dear Families,

Welcome to a new year of our parish's Fire Faith Formation program! Fire is our parish's youth faith formation for children in Pre-K 4 through 5th grade. The name "Fire" reminds us that our goal is not just to educate the minds of our young people but to truly set their hearts ablaze through the Holy Spirit. Together, we seek to educate the mind, the heart, and the spirit in developmentally-appropriate ways that facilitate an encounter with God and plant seeds for lifelong discipleship. This foundation is then built upon in our Edge middle school ministry, Life Teen in high school, and in our various adult faith formation programs. Along with our priests and catechists, I look forward to working with you and your family this year.

Fire will meet on Sundays after the 9:30 Mass in the St. John Paul II Building of the Cathedral School. Classes run from approximately 10:45 to 11:45 for the Pre-K, Kindergarteners and 1st grade, and from 10:45 to noon for second through fifth grades.

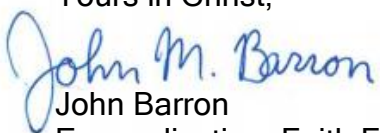
In this packet you will find the full schedule for Fire as well as information about our Safe Environment Policy and Code of Conduct and several forms that must be returned to the parish office as soon as possible. Please also note that there is a mandatory parent meeting on Sunday, September 9 which will include a review of the diocese's Safe Environment policies and procedures.

While our program will teach your child a great deal about who God is, it is your example of living the Gospel in your life that will ultimately be his/her greatest spiritual influence. Here are some ways you can live as a disciple of Christ and be a witness to your family:

- Attend Mass on all Sundays and Holy Days of Obligation.
- Make your own faith a priority by seeking opportunities for adult faith formation in the parish.
- Support a parish ministry with the gift of your time and talents.
- Have regular family prayer time, and being sure to talk about God and Fire classes with your child.
- Returning to the Sacrament of Reconciliation, especially if it's been awhile.

If you have any questions, comments, or concerns, please feel free to contact me. May God's blessings be with you and your family as we begin this new year!

Yours in Christ,


John Barron

Evangelization, Faith Formation, and Youth Ministry

2018-19 FIRE Faith Formation Schedule

Faith Formation Dates

<u>Day</u>	<u>Date</u>	<u>Space</u>	<u>Activities</u>	<u>Room Assignments</u>
Sun	09/9/18	Seton Room, JP II	Parent Meeting/Safe Environment Sessions	Pre-K/Kindergarten: 105
Sun	09/16/18	John Paul II	Classes (End at 11:20 for Fr. Proulx Installation)	1st Grade: 109
Sun	09/23/18	John Paul II	Classes	2nd Grade: 110
Sun	09/30/18	John Paul II	Classes	3rd Grade: 111
Sun	10/07/18	John Paul II	Classes	4th Grade: 117
Sun	10/14/18	John Paul II	Classes	5th Grade: 119
Sun	10/21/18	John Paul II	Classes	
Sun	10/28/18	John Paul II	Classes	
Sun	11/04/18	John Paul II	Classes	
Sun	11/11/18	John Paul II	Classes	
Sun	11/25/18	John Paul II	Classes	
Sun	12/02/18	John Paul II	Classes	
Sun	12/9/18	John Paul II	Classes	
Sun	12/16/18	Seton Room	Family Christmas Social	
Sun	01/13/19	John Paul II	Classes	
Sun	01/20/19	John Paul II	Classes	
Thurs	01/24/19	Cathedral	First Reconciliation (6:30 PM)	
Sun	01/27/19	John Paul II	Classes	
Sun	02/03/19	John Paul II	Classes	
Sun	02/10/19	John Paul II	Classes	
Sun	02/17/19	John Paul II	Classes	
Sun	02/24/19	John Paul II	Classes	
Sat	03/02/19	Parish Center	First Holy Communion Retreat (8:15-Noon)	
Sun	03/03/19	John Paul II	Classes, Cancelled for 2nd Grade	
Sat	03/17/19	John Paul II	Classes	
Sun	03/24/19	John Paul II	Classes	
Sun	03/31/19	John Paul II	Classes	
Sun	04/07/19	John Paul II	Classes	
Sun	04/28/19	John Paul II	Classes	
Thurs	05/02/19	Cathedral	First Holy Communion Rehearsal (6:30 PM)	
Sat	05/04/19	Cathedral	First Holy Communion Mass	
Sun	05/05/19	John Paul II	Classes, Cancelled for 2nd Grade	
Wed	05/08/19	School Courtyard	End-of-the-Year Family Barbecue	

There will be NO CLASSES on the Following Dates:

November 18 (Thanksgiving Break), December 23, 30, Jan. 6 (Christmas Break),
March 10 (PCSB Spring Break), April 14 (Palm Sunday), and April 21 (Easter Sunday)

Classes will end early on Sept. 16 in anticipation of Fr. Proulx's Installation Mass

FIRE Classes begin immediately after 9:30 Mass and run until
11:45 (Pre-K, Kindergarten, 1st Grade) or 12:00 (2nd-5th grades)

Items **written in red** pertain specifically to students preparing for First Holy Communion (2nd graders).



Student Name: _____ Envelope #: _____
(Last) (First) (Middle)

Address: _____
(Street) (Apt #)

(City) (State) (Zip Code)

School Attending: _____ Grade level 2018-19: _____

Birth Date: ___/___/___ Birth Place: _____ Sex: M F
(City) (State)

Known Allergies/Special Considerations: _____

Parent/Guardian Contact

Name: _____ Relationship: _____
Phone #: _____ Marital Status: _____
Cell Phone# _____ Religion: _____
Email: _____

Name: _____ Relationship: _____
Phone #: _____ Marital Status: _____
Cell Phone# _____ Religion: _____
Email: _____

Emergency Contact _____ Relationship _____ Phone _____

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Please return this form (along with the medical release, media release, and safe environment acknowledgment form) to the Parish Office by **SEPTEMBER 15, 2018**.

Registration Fee: \$50

Please make all checks payable to: **St. Jude the Apostle Cathedral**
Families with multiple children are eligible for discounted fees. Need-based scholarships are also available; the Cathedral Parish does not turn away teens and families based on an inability to pay. Contact jbarron@cathedralofstjude.org to inquire.

For Office Use: Check# _____ Cash _____ Date Paid _____ Amount Paid _____ Medical Release _____ Safe Environment Acknowledgement _____ Media Release _____
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Promotional Media Release

During the 2018-19 Pastoral Year, _____ may participate
(Youth Name)

in videotape, motion picture, audio recording or still photograph productions that involve the use of students' names, likenesses or voices. Such productions may be used for educational or exhibition purposes by St. Jude the Apostle Cathedral in perpetuity and may be copied, copyrighted, edited, and
(Parish Name)

distributed by St. Jude the Apostle Cathedral in perpetuity unless said consent is revoked in writing.
(Parish Name)

News media, including representatives of television, radio, newspapers and magazines, also often are permitted on parish property and may take notes, still, photos, sound recordings and/or moving pictures that may include your child. These items may appear or be used in news or feature stories by print, television or radio media.

You have the right to object to the use of your child's name, picture or voice in these productions and may do so by completing the form below and returning it to the Parish Director of Faith Formation for St. Jude the Apostle Cathedral.
(Parish Name)

If you have any questions, please contact the faith formation office at:
griva@cathedralofstjude.org or (727) 347-9702 ext 303. Please return this form by September 16, 2018.
(Date)

I/We, the undersigned, **do/do not** hereby consent that:
(Circle One)

St. Jude the Apostle Cathedral may use the name, portrait, or other likeness of my child for
(Parish Name)

St. Jude the Apostle Cathedral bulletin boards, Website, news releases, media and promotional activities.
(Parish Name)

This consent is renewed at the beginning of each Faith Formation Program Year.

(complete one for each child)

Student's Name

Date of Birth

Father or Legal Guardian's Name (print)

Father or Legal Guardian's Signature

Date

Mother or Legal Guardian's Name (print)

Mother or Legal Guardian's Signature

Date

ST. JUDE THE APOSTLE CATHEDRAL
Parent/Student Parish Faith Formation Policy Acknowledgement Form
ACKNOWLEDGEMENT

I acknowledge that I have received, read, understand and my child/children agree to abide by the Policies contained in the Parent/Student Faith Formation Handbook including the local Parish program policies and Procedures, the Harassment Policy in Non-Employment Situations and the Safe-Environment Policies of the Diocese of St. Petersburg.

Please check all that apply and sign/print/date as appropriate in the spaces provided.

___ My Child/Children and I will attend the Parent/Student Safe Environment Education program sessions as scheduled—Student sessions within the regular program class time—Parent sessions as indicated on the Faith Formation/Parish Calendar

___ I cannot attend the Parent Safe Environment Education Program, but I wish to receive all additional (beyond handbook policies) materials related to the Safe Environment Parent/Student Education Program

___ I do not wish to receive the materials (beyond handbook policies) related to the Safe Environment Parent/Student Education Program

(Signature) Parent/Guardian

(Signature) Parent/Guardian

(Name Printed) Parent/Guardian

(Name Printed) Parent/Guardian

Student Name(s) Printed

Signature(s) Student(s)

Date

Name of Parish

Code of Conduct: Children & Youth



Code of Conduct for Children and Youth

The first premise of this code is that children and youth function best when behaviors and expectations are clearly defined. It is accepted that parents are the first and foremost educators of their children in all aspects of their development. This experience aims at developing upright citizens and good Christians, following the new commandment Jesus gave His disciples, "A new commandment I give unto you that you love one another." (John 13:34-35)

In Timothy 4:12 we read "**Let no one have contempt for your youth, but set an example for those who believe, in speech, conduct, love, faith and purity.**" Timothy is urged to rely on the gifts he has received from God. This code urges our children and youth to rely on God's gifts to them, especially charity, chastity and purity. This calls the young person to acknowledge and promote one's personal dignity and the rights that go with it.

It becomes important for children and youth to know the difference between "right" and "not right" relationships. "Right" relationships foster personal, spiritual, and emotional growth, e.g., the ability to communicate, to forgive, to show affection, to be honest, vulnerable, dependable, etc. "Not right" relationships become harmful and hurtful, and even abusive. Abuse occurs when someone does not respect another's boundaries, uses power, tricks, threats, or violence to cross or change another's boundaries, or inflicts hurtful or unwanted behavior (physical, verbal, emotional, or sexual) on another person.

This code is used in conjunction with existing local or diocesan policies, protocols or other codes and is not intended to supersede them.

When engaging in formal and informal activities, functions, and programs, children and youth are expected to behave appropriately at all times, respecting the rights of others.

1. Christian behavior is expected at all times.
2. Respect for individuals, the community and facilities being used is required.
3. Cooperation and self-control are necessary when participating in programs and activities.
4. Dress must be in accord with the activity and appropriate for a Christian environment.
5. Unacceptable behavior and lack of cooperation will not be tolerated, but will be addressed appropriately. Examples of unacceptable behavior are as follows, though not limited to:
 - a. disrespect for adults and peers
 - b. use of vulgar language or gesture, use of racial slurs
 - c. damaging of property
 - d. fighting or intent to injure others
 - e. constant disturbance of others at work or in an activity
 - f. cheating
6. Possession of weapons, possession, sale or use of alcohol or drugs are forbidden.
7. No child or youth has the right to treat another in any manner that will cause physical or emotional pain. Therefore, harassment of any kind is unchristian and unacceptable.
8. Coercion or threats to do something physically hurtful or for the purpose of exposing someone

or something about another is unacceptable behavior.

9. Chastity is a virtue to be held in high esteem and promoted in practice. Sexual abuse of any sort, coercing a person to engage in sexual acts against her or his will, physically touching the sexual parts of another's body, treating a person like a sexual object are unacceptable and abusive behaviors. Consensual sex between students or initiated by minors to adults must never occur.

References:

Diocese of Omaha, NE (2002). Sample Youth Code of Behavior.

Diocese of Orlando, FL (2002). Code of Conduct, Bishop Moore Catholic High School.
Code of Conduct, Annunciation Catholic Academy.
Diocese of Orlando, FL (2002).

McCarthy, Robert J. (2002). Protecting Young People, National Federation of Catholic Youth Ministers, Washington, D.C.

23rd General Chapter of the Salesians of Don Bosco (1990). Educating Young People to the Faith.

Third Draft 03.06.03

Diocese of St. Petersburg

Policy for the Protection of Children and Vulnerable Adults



Revised and Approved: July 2017



Diocese of St. Petersburg

Policy for the Protection of Children and Vulnerable Adults

(Revised and Approved July 2017)

I. INTRODUCTION

The Diocese of St. Petersburg is committed to the well-being of those served by the Church. The People of God have a right to be able to trust those who minister to them in God's name. The violation of this trust through Sexual Abuse by any Church Personnel is a source of great physical, mental and emotional pain for those involved and for the entire Church community. The Diocese published its first policy for the protection of Children and Youth on June 10, 1991, which required both Employees and Volunteers who work with Children and Youth in any parish or Catholic School program to complete written employment or Covered Volunteer applications respectively for service with accompanying references. Beginning April 15, 1992, the diocese required background screening and fingerprinting of all Employees who have the care, responsibility, and/or supervision of Children and Youth.

In July 1997, the Province of Miami required all dioceses to add Vulnerable Adults to the protected classes of Children and Young People. Background screening, reference checking, fingerprinting, and written employment and Covered Volunteer applications were now required of those desiring to work or volunteer with Children, Youth, and Vulnerable Adults. In November of 2001, contractors and vendors were added to the list of those requiring background screening. In June 2002, the United States Conference of Catholic Bishops (USCCB) adopted the *Charter for the Protection of Children and Young People (Charter)*, which required background screening and Safe Environment Program training for all who may have the care, responsibility, and/or supervision of Children and young people. The USCCB obtained confirmation by the Holy See for the *Essential Norms for Diocesan/Eparchial Policies* dealing with Allegations of Sexual Abuse of Minors by priests or deacons in November 2002. The Diocese of St. Petersburg revised its policy to comply with the *Charter* and the *Essential Norms* in December 2002 and again in May 2006 in response to the first revision of the *Charter* in 2005. The diocese publishes this revision as a response to the second revision of the *Charter* in 2011 and of its current policy as part of a continuing commitment to its pastoral responsibilities and to the gospel. This revised policy in combination with procedures and guidelines provides for the implementation and enforcement of a safe environment for our Children, Youth, and Vulnerable Adults.

II. POLICY AND SCOPE

A. Policy to Protect. The Bishop of the Diocese of St. Petersburg will make every reasonable effort to prevent Sexual Abuse of Minors and Vulnerable Adults, and to respond promptly to all credible Allegations of abuse. As such, the Diocese of St. Petersburg will comply with all obligations of civil and canon law and will promote healing where it is needed, provide education, training and guidance when it is appropriate, and endeavor to prevent any Sexual Abuse of Minors and Vulnerable Adults with firm justice and mercy towards all. No person, including Clergy, who has been determined to have engaged in Sexual Abuse of a Minor or Vulnerable Adult, will be allowed to remain in active ministry. Such actions violate Christian principles and are outside the scope of duties and employment of all Church Personnel. The diocese will not tolerate such behavior. This policy applies to all diocesan entities and their

Contractors and Vendors to include parishes, schools, early childhood centers, and associated activities within the diocese. Care will always be taken to protect the rights of all parties involved, particularly those of the person claiming to have been sexually abused and the person against whom the charge has been made. When the accusation has been proved to be unfounded, every reasonable step will be taken to restore the good name of the person falsely accused.

B. Policy to Respond to Allegations. The Diocese of St. Petersburg will respond promptly to any Allegation where there is reason to believe that Sexual Abuse of a Minor has occurred. The diocese will utilize an objective outside investigator to investigate any such Allegations. The diocese will maintain a Victim Assistance Minister to coordinate assistance for the immediate pastoral care of persons who report Sexual Abuse incidents that occurred when they were Minors by Clergy or other Church Personnel. The procedures for those making a complaint are readily available on the Internet via the Diocese of St. Petersburg website at <http://www.dosp.org/safe-environment/how-to-file-an-abuse-complaint/>

Toll Free Contact Number for the Diocesan Victim Assistance Minister: 1-866-407-4505

C. Policy to Report. The Diocese of St. Petersburg will report an Allegation of Sexual Abuse of a person who is a Minor or Vulnerable Adult to the appropriate civil authorities. The diocese will comply with all applicable civil laws with respect to the reporting of Allegations of Sexual Abuse of Minors and Vulnerable Adults and will cooperate in the civil authorities' investigation in accord with Florida state law¹. The diocese will cooperate with civil authorities about reporting cases even when the alleged victim is no longer a Minor. In every instance, the diocese will advise those who allege abuse of their right to make a report to civil authorities and support this right.

Call in all reports of actual or suspected abuse to the local law enforcement agency (911) or to the state Department of Children and Families (DCF) Abuse Hotline Registry: 1-800-96ABUSE (1-800-962-2873).

Any person who knows or suspects child abuse, abandonment, or neglect and who knowingly and willfully fails to do so, or who knowingly and willfully prevents another person from doing so, commits a felony of the third degree, punishable by one year in jail and a \$5,000 fine.

D. Policy on the Diocesan Review Board. The Diocese of St. Petersburg Diocesan Review Board functions as a confidential consultative body to the bishop. The majority of its members will be lay persons not in the employ of the diocese in accordance with *Essential Norms for Diocesan/Eparchial Policies Dealing with Allegations of Sexual Abuse of Minors by Priests or Deacons, 2006*. This board will assist the Diocesan Bishop in assessing Allegations and fitness for ministry, and will regularly review Diocesan Policies and Procedures for dealing with Sexual Abuse of Minors and Vulnerable Adults. Also, the Board can act both retrospectively and prospectively on these matters and give advice on all aspects of responses required in connection with these cases.

E. Policy on Removal of a Priest or Deacon from Ministry. Sexual Abuse of a Minor by a cleric is a crime in the universal law of the Church (*CIC*, c. 1395 §2; *CCEO*, c. 1453 §1). Those who habitually lack the use of reason, regardless of age, are to be equated with Minors (*CIC*, c.99). The Congregation for the Doctrine of the Faith (Motu proprio, *Sanctissimum sanctitatis tutela*, 2001, revised 2010) has reserved this jurisdiction because of the seriousness of this matter. Even after a single act of Sexual Abuse of a Minor— whenever it occurred—which is admitted or established after an appropriate process in accord with canon law and the *Essential Norms*, the offending priest or deacon is to be permanently removed from ministry and, if warranted, dismissed from the clerical state. If an Allegation of Sexual Abuse of a Minor is made against the bishop, the Apostolic Nuncio shall be notified and the investigation shall proceed according to his direction. The Diocese of St. Petersburg will follow the requirements of the universal law of the Church and the *Essential Norms*

approved by the USCCB, along with all state and federal laws concerning the protection of Children, Youth and Vulnerable Adults.

F. Policy on the Standards of Ministerial Behavior. The Diocese of St. Petersburg will maintain standards of ministerial behavior and appropriate boundaries for Clergy and for any other paid personnel and Volunteers of the church in positions of trust who have the care, responsibility, and or supervision of Children, Youth or Vulnerable Adults. This policy can be viewed on the diocesan website at <http://www.dosp.org/safe-environment/wp-content/uploads/sites/22/Practical-Standards-of-Professional-Responsibility-for-Priests-.pdf>

G. Policy on Communications. The Diocese of St. Petersburg will be open and transparent in communicating with parish, other church communities, and the public about Sexual Abuse of Minors and Vulnerable Adults within the confines of respect for the privacy and the reputation of the individuals involved.

H. Policy on Distribution. A copy of this policy will be distributed to all diocesan entities in printed form for posting to the general public. This policy will also be posted on the diocesan website at <http://www.dosp.org/safe-environment/policy-for-the-protection-of-children-and-vulnerable-adults/>

I. Policy on Background Screening. The Diocese of St. Petersburg require that all Church Personnel, candidates for ordination, Contractors, and Vendors who may have the care, responsibility, and or supervision of Children undergo a Level 2 FDLE/FBI Criminal History Background Screening, currently using the Volunteer, Employee Criminal History System (VECHS) and must meet the Diocese of St. Petersburg Minimum Standards of Moral Conduct. Employees must also receive a Level 2 background check as a condition of employment. The Safe Environment Program Office is responsible for administering the background screening function for the diocese.

The FBI requires that background checks only be used for the purpose intended. Therefore, the diocese does not accept FBI background checks or background checks run by other entities for other purposes. The diocese does not accept proof of Level 2 background checks or letters from other entities certifying a Level 2 background check.

All Church Personnel, candidates for ordination, Contractors and Vendors who may have the care, responsibility, and or supervision of Children will be required to undergo a Criminal History Background Screening conducted by the Florida Department of Law Enforcement (FDLE) and the FBI Volunteer & Employee Criminal History System (VECHS) every five years.

Church Personnel who move from one entity to another within the Diocese of St. Petersburg with no break in service must submit a personal request in writing to the Safe Environment Program Office asking that proof of his or her background check be transferred from the losing entity to the gaining entity or entities. If there is a break in service, a re-screening must take place.

Background Screening Reports and Clearance Letters for employees and covered volunteers will be secured in locked containers at the respective parishes, schools, or other diocesan entities. Only the parish pastor, the school principal, diocesan entity head or their specifically-authorized delegates will have access to these records.

Copies of Contractor Criminal History Records and Background Screening Reports will be kept on file and secured at the Diocesan Safe Environment Program Office. Contractor/vendor employers will only receive clearance or non-clearance letters for their employees.

J. Policy on the Diocesan Safe Environment Program (SEP) Training. Under Article 12 of the *Charter*, the Safe Environment Program Office is responsible for the administration of Safe Environment

Program Training. The Diocese of St. Petersburg will require SEP training of all Church Personnel, Contractors, Vendors, and candidates for ordination who may have the care, responsibility, and or supervision of Children, Youth or Vulnerable Adults. These individuals must complete the required SEP training, which is offered online. This training expires five years from the initial date of training and also qualifies the recipient for employment or volunteer ministries which involve the care, responsibility, or supervision of Vulnerable Adults. SEP training re-certification is required every 5 years thereafter.

Extraordinary Ministers of Holy Communion to the Sick and Homebound and Pastoral Care Providers who wish to have the care, responsibility, and or supervision of Vulnerable Adults must complete the online Safe Environment Program, in addition to the training required for those who exercise this ministry. This training expires 5 years from the initial date of training and also qualifies the recipient for employment or volunteer ministries which involve the care, responsibility, or supervision of Children. SEP re-certification is required every 5 years thereafter.

The diocese does not accept safe environment program training from other archdioceses, dioceses or eparchies because state laws, policies, procedures, and program jargon differ. Individuals coming into the Diocese of St. Petersburg must complete the online Safe Environment Program training.

The Safe Environment Program Office will oversee training and education in cooperation with parents, civil authorities, educators, and community organizations. It will require education and training for Children, Youth, parents, ministers, educators, Volunteers, Contractors and Vendors to make and maintain a safe environment for Children, Youth and Vulnerable Adults.

The Diocesan Safe Environment Program Office is also responsible for maintaining a central database that will track the training and background screening status on all program participants. Appropriate staff members of parishes, schools and other diocesan entities are to inform those persons requiring 5-year recertification training prior to the expiration of their 5-year certification period.

K. Definitions

Adult: An individual who is 18 years or older and who is no longer in high school.

Allegation: A statement or accusation of abuse, especially Sexual Abuse

Care, Responsibility and or Supervision: Unsupervised access by members of the Clergy and/or Religious Institutes, Seminarians, Lay Persons, Employees, Covered Volunteers, Vendors or Contractors to any Child or Vulnerable Adult participating in any ministry or activity of the Diocese or any parish, school or other diocesan entity. This includes clergy, members of religious institutes, seminarians and lay persons.

Child, Youth, or Minor: A person less than eighteen (18) years of age unless emancipated by law. Minors and the combined term “Children and Youth” are used interchangeably.

Church Personnel shall mean all of the following:

Clergy: All priests and deacons who possess or desire faculties for ministry in the Diocese of St. Petersburg.

Contractors and Vendors: This class of persons shall be understood for purposes of this policy and in accordance with the VECHS User Agreement to include Contractors, Vendors, Licensees, Consultants, and Memo of Understanding (MOU) personnel who have unsupervised access to Children, disabled or elderly persons for whom the diocese provides care, responsibility and/or supervision.

Covered Volunteer: Any unpaid person who is engaged or involved in any diocesan institution or parish activity, and who is entrusted with the care, responsibility, or supervision of Children or Vulnerable

Adults. Covered Volunteers must be 18 years of age or older and are not in high school. Individuals younger than 18 years old are not permitted to assume the primary care, responsibility and/or supervision of Children, Youth or Vulnerable Adults, although they may be permitted to assist an adult who meets the criteria to do so.

Criminal History Background Screening: An investigation of an individual's background that may be contained in the public record to include municipal, county, state, federal law enforcement, Social Security and state driving records. The Diocese currently conducts its screening through VECHS but reserves the right to use other third-party professionals.

Employee: Any lay individual who is employed by or engaged in ministry with the Diocese, Parish, School or other entity affiliated with the Diocese of St. Petersburg, who receives compensation for services (regardless of form) rendered in which the obligation to withhold for payroll tax (FICA, Medicare, and withholding) exists, whether part-time or full-time. All Employees, even those under 18 years of age (14 – 17 years of age) are subject to background screening as a condition of employment. Parental consent is not required in the state of Florida to sign the FDLE VECHS Waiver/Agreement. "Personnel" as defined herein, has reference only to the applicability of this policy and is not indicative of any agency or employment relationship between the diocese and the party whose compliance with this policy is sought.

Pastoral Care Providers: Volunteers who are entrusted with the care, responsibility and supervision of any Child or Vulnerable Adult, who provide various types of service and assistance to the sick and shut-in as a form of ministry. Types of ministry-in-service may include but are not limited to Vehicle Drivers, Errand Runners, Bereavement Ministers, Care Givers, Pastoral Ministers, Health Ministers, Helping with Chores, etc.

Qualified Entity: The Diocese of St. Petersburg is a Qualified Entity within the FDLE Employee, Volunteer Criminal History System (VECHS).

Sexual Abuse: Any act as defined by Chapter 39 and Chapter 415 of the Florida Statutes.

Vulnerable Adult: A person as defined by Chapter 39 of the Florida Statutes.

End notes:

¹ The statutory confidentiality of privileged communications established in Section 90.505, F.S., shall be observed when applicable to all reporting required under this paragraph. Section 90.505, F.S. establishes a privilege with respect to communications to Clergy, if made privately for the purposes of seeking spiritual counsel and advice from a member of the Clergy in the usual course of practice or discipline and not intended for further disclosure.

IMPORTANT CONTACT INFORMATION

Diocesan Victim Assistance Minister (toll-free): (866) 407-4505

Diocesan Safe Environment Program Office: (727) 344-1611, ext. 5377

Florida Department of Children & Families
Abuse Hotline Registry (toll-free): (800) 962-2873

Local Law Enforcement Agency: 911