

MEMO

TO: All adults working as volunteers with children and youth

FROM: Fr. Walt Jenne

DATE: May 5, 2003

I believe you all have previously received the enclosed "Guidelines and Procedures for the Safety and Protection of Children." I want to be sure that everyone serving as volunteers and ministering to children and youth have received and read these Guidelines. There have been a few edits to the "Guidelines" that I want to bring to your attention at this time.

Also there are several other items that should have been included in the original guidelines that I have discovered in reading other documents that I want to share with you now in this Memo. These will be included in the guidelines at a later time. For now, they are presented below for your information and understanding.

It is very important that we all serve as role models for the children and teens we serve. Our relationships with children/teens should reflect the highest Christian values and moral standards. We have the responsibility for setting a tone of mutual respect. Any type of language that is hurtful or harmful to others is not acceptable. Lewd jokes and/or foul language are not acceptable. In any of our events/activities the use and/or possession of alcohol and/or alcoholic beverages and/or other drugs or controlled substances is not acceptable and appropriate action will be taken if a violation occurs. We all need to refrain from the use of tobacco in the presence of children/teens. Simply said, we must be our best if we want our children/teens to be their best.

In circumstances where teens/children approach a youth-serving volunteer for advice or guidance, it is important that as representative of St. Basil the Great, you uphold the moral teachings of the Church. If you are not sure of the moral teachings of the Church, encourage the child/teen to speak with a member of the Pastoral Staff. Staff members can also assist with a referral to an appropriate licensed counselor.

We are awaiting further information from the diocese regarding an education program for volunteers, organizations, parents and children that will be available later in the year. We will initiate this program at St. Basil upon receipt of the information.

Please know that your service and ministry is greatly appreciated. We could not even begin to do or provide the programs and ministries we provide at St. Basil the Great without you. We are blessed in many ways.

I ask that you read this Memo and Guidelines again at this time and return the attached form to the Parish Office by May 18, 2003. You may find these documents online at www.basilthegreat.org. You can print out the form and sign it and then fax it to St. Basil at 440-526-2373. Thank you.