

APPENDIX 6
DIOCESAN POLICY FOR PARTICIPATION IN CHURCH LIFE
BY SEX OFFENDERS

These guidelines are not meant to isolate or discriminate against any individual. They provide protective boundaries in the parish environment for the safety of children, adults, and offenders.

Limitations

1. Known sex offenders must comply at all times with the rules established by their Community Corrections Officer.
2. Known sex offenders may only attend scheduled public liturgies (e.g., Mass, Communal Penance services, etc.). They may not participate in parish activities such as the social hour following Mass, parish dinners, or any activity other than liturgical celebrations.
3. Known sex offenders may not serve on committees of the parish or participate in other publicly advertised parish events, nor may they be present on parish property at any time, even if accompanied by a guardian, other than to attend Mass or another liturgy.

Notifications

1. It is required that selected parish staff as well as selected ushers and others on a need to know basis are made aware of all known sex offenders that attend Mass in a particular parish. Pictures of the offender may be distributed to selected parish staff, ushers, and others as determined by the pastor.
2. We reserve the right to notify all parents/guardians to ensure that they are aware of the sex offender's background.
3. According to the discretion of the pastor or parish leader, neighboring parishes may be notified as well.

Supervision

1. An adult guardian, who is selected from among parishioners and approved by state guideline and the pastor, must supervise known sex offenders at all times while on parish property. This includes visits to the restroom before, during or after Mass.
2. The adult guardian must be at least 21 years of age and of the same sex as the sex offender and may not be related to the offender by blood, adoption, or marriage.
3. The guardian(s) must agree to submit to a criminal background check, which must be completed and cleared before a guardian may supervise the offender. The adult guardian(s) may not fulfill the function of guardian(s) if he or she has been convicted of or pled guilty to a disqualifying offense with regard to working around children or vulnerable adults as defined by the *Ohio Revised Code*.
4. The guardian(s) will also be required to sign a document agreeing to follow, at all times, the supervisory guidelines.
5. A parish may require a known sex offender to sit in a specific spot in the church for monitoring purposes. A known sex offender may not sit next to an unrelated child or vulnerable adult while on parish property. If a child or vulnerable adult sits next to the sex offender, the offender must move to another seat.

APPENDIX 7
GUIDELINES FOR IMPLEMENTATION IN PARISHES OF THE DIOCESAN POLICY FOR PARTICIPATION IN CHURCH LIFE BY SEX OFFENDERS

Parish leadership may become aware of a Sex Offender in three ways:

1. A sex offender may come forward and disclose his/her criminal record.
2. A sex offender may apply to volunteer in the parish and in the course of processing the background check the offender's criminal history is revealed.
3. A member of the parish community may be aware of the sex offender's status and come forward with information.

Though our primary goal is the protection of children and vulnerable adults and the safety of all parishioners, we recognize the inherent dignity and value of each human person. Consequently, our first response must always be charity and pastoral concern, even for those who have committed grave crimes. Therefore it is necessary that the following procedures must be followed by Pastors and other Parish Leadership, in order to maintain and safeguard the rights of all individuals involved.

1. The pastor or parish leader is required to meet with the offender and review the *Policy for Participation in Church Life by Sex Offenders*. This meeting should never be delegated to another parish staff member or volunteer. Again, it is important that these forms not be mailed or given by the parish secretary. The forms should be reviewed by the pastor or Diocesan Pastoral Associate and the offender together, in order to ensure that he or she clearly understands the parameters of the agreement.
2. Complete the *Church Participation Agreement Form* with the offender completing the top half of the form and a parish representative completing the remainder of the form. It must be signed by a Pastor, Priest Administrator, or Diocesan Pastoral Associate and kept on file in the parish office.
3. A parishioner must be identified by parish leadership as a supervisor or guardian for each sex offender. These guardians must complete a clear background check and sign a *Sex Offender Supervision Guardian Agreement Form*.
4. If applicable, the Community Corrections Officer (CCO) must be notified of the offender's presence in the parish community and informed of the supervision plan.
5. When the forms are completed, a copy must be on file in the Parish Office and a copy must be sent to the Safe Environment Office at the Diocese.
6. Pastors and Parish Leaders may determine, using their best judgement, that certain other individuals may need to be aware of the presence of a sex offender in the parish (for example, Directors of Religious Education, Youth Ministers, Catechists, etc.).

**CATHOLIC DIOCESE OF YOUNGSTOWN
CHURCH PARTICIPATION AGREEMENT FORM**

Name (Print): _____

Parish/City: _____

Probation Officer: _____ Phone: _____

The *Policy for Participation in Church Life by Sex Offenders* in the Diocese of Youngstown has been clearly explained to me and I agree to comply with each guideline.

I understand that failure to comply with the policy will mean I may no longer be able to attend Mass at _____ Catholic Church.

(Signature) (Date)

Mass Attendance Allowed: _____ Yes _____ No

Assigned Seating Required: _____ Yes _____ No

If yes, please identify the location of the assigned seating:

(Signature of Pastor/Priest Administrator/Diocesan Pastoral Associate) (Date)

(Signature of Safe Environment Coordinator) (Date)

For Parish Use Only

Approved Guardian(s):

- | | |
|-----------------|--------------------------------|
| 1. _____ | BC Clearance Date _____ |
| 2. _____ | BC Clearance Date _____ |
| 3. _____ | BC Clearance Date _____ |

**CATHOLIC DIOCESE OF YOUNGSTOWN
SEX OFFENDER SUPERVISION GUARDIAN AGREEMENT FORM**

Name of Offender (Print): _____

Parish/City: _____

Guardian Name: _____

Phone: _____

The *Policy for Participation in Church Life by Sex Offenders* in the Diocese of Youngstown has been clearly explained to me and I agree to be a guardian for the individual listed above. I agree to follow all of the supervisory guidelines as defined.

(Signature) (Date)

Approved Guardian Checklist

Is the guardian related to the offender? _____ Yes _____ No

(Background Check Clearance Date)

(Guardian Agreement Form Received Date)

(Signature of Pastor/Priest Administrator/Diocesan Pastoral Associate) (Date)

(Signature of Safe Environment Coordinator) (Date)