

## **A. Protection of Children Policies**

To be in compliance with diocesan guidelines for those working with youth, the following are requirements of the TEC program:

1. All adults (18 or older) on the TEC team (includes wheat team, chapel team, and anyone else staying overnight or with an extended presence on the weekend) need to receive Virtus training, have a criminal background check, and complete a verification form at least one month prior to the weekend.
2. The Youth Office, upon receipt of the team registration forms, the acknowledgment forms, and the team roster will verify that every team member is in compliance with Protection of Children policies with the Office for the Protection of Children. Any team member who is not in compliance (no background check or no Virtus training) must become in compliance at least one week before the TEC or he/she will be prohibited from serving on the team.
3. Although all are encouraged to receive Virtus training and have a background check, those who are present for a limited time with limited access to teens (3-4 hrs), are not required to be trained, have a background check, or complete the verification form.
4. If any adults are to be present in the sleeping rooms, at least two adults (21 and over) must sleep in the sleeping rooms. If the sleeping space is limited and no adults are sleeping in the room, then adequate supervision must be in place to ensure that teens are getting their rest, allowing others to sleep, and adhering to proper behavioral expectations.
5. Priests should be provided separate quarters for sleeping.
6. No adult team member (18 or older) should be in the showers when candidates are present. Separate showering times should be set up for the adults.
7. No adult team members should be alone in a secluded area with a candidate at any time. Reconciliation should occur in an open space, where others can see but not hear the conversation, if possible.
8. There is an expectation of proper, respectful attire on TEC. A participant or adult who is dressed immodestly or otherwise innappropriately, as determined by the Lay and Spiritual Director, should be asked to change into more appropriate attire. This includes sleepwear.
9. When at all possible, all participants should be given the ability to utilize showers with privacy.

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10. Personal information such as home phone numbers, cell numbers, email addresses, and other means of personal contact can be shared with participants for the purpose of maintaining a follow-up community unless specifically requested to keep confidential by a participant or his/her parents. Language to the affect is to be included in TEC publicity information.

Approved (9-28-2010)