



## Purpose and Overview

The National Office of Child and Youth Protection asserted that it is beneficial for dioceses/eparchies to have a parish self assessment guide to help parishes and schools evaluate implementation of diocesan/eparchial policies relating to the *Charter for the Protection of Children and Young People* (USCCB, 2002). This self-assessment can be used by staff to determine if all diocesan/eparchial policies are being followed as well as help determine where there might be a need for additional support in the implementation of the *Charter*.

If the *Charter* is going to be effective and the audit a tool for maintaining safe environments, it is important that parish personnel know:

- How to create/enhance safe environments in their parishes and schools
- How to implement diocesan/eparchial policies concerning training of all employees and volunteers
- How to implement diocesan/eparchial policies concerning background evaluations of employees and volunteers who work with children
- How to implement the diocesan/eparchial policy on extern/visiting priests
- The name of the people responsible for the implementation of the *Charter* at the parish level and at the diocesan/eparchial level
- Who schedules safe environment training for adults
- Who is responsible for training children both in religious education and in the parish school
- How to report allegations and to whom
- How to get outreach for a victim, his/her family, or the parish community

This self-assessment guide is not a requirement of the *Charter*, nor is it part of the annual audit. It is intended as an internal document solely for the use of the parish.

### **NOTE:**

The Diocese of Raleigh has adapted the form created by the USCCB Office of Child and Youth Protection for use in parishes. Parish input on the use and effectiveness of the form is appreciated. Please note with whom the results of this audit are shared.



1. Is the existence of the Diocese of Raleigh policies and procedures relating to the *Charter* publicized to parishioners?

YES  NO

**If Yes, describe the types and frequency of publications.** (Examples might include publication in parish bulletins, information provided at Masses, brochures and/or posters in the vestibules of Church buildings.)

If No, provide explanation.

2. Does the pastor, school principal, educators, and other leadership personnel know when and how to report an allegation of sexual abuse of a minor?

YES  NO

**If No, provide explanation.**

3. Does the pastor, school principal, educators, and other leadership personnel know how to obtain assistance for victims?

YES  NO

**If No, provide explanation.**

4. a) Are copies of the **Code of Conduct for Church Personnel for the Diocese of Raleigh** made available to clergy and any other paid personnel and volunteers of the Church in positions of trust who have regular contact with children and young people?

YES  NO

b) Are standards of conduct for clergy and other persons in positions of trust with regard to children and young people made available and clear to all members of the community?

YES  NO

**If No, provide explanation.**

5. Is safe environment training provided for each of the various groups set forth in Article 12? This includes all who represent the Church by virtue of office, designated position, employment or contract (hereafter called Church Personnel) as well as parents and children.

YES  NO

**If No, provide explanation.**



6. a) Is there a policy for those parents who choose not to have their child participate in the diocesan safe environment training? (note: one would need to not enroll to avoid participation. Safe environment items are covered throughout the year with special emphasis is given to introducing safety procedures at the beginning of the instructional year)

YES  NO

b) Does the parish have documentation of the signed parental declination?

YES  NO

c) Does the parish have documentation that the safe environment training materials have been offered to parents?

YES  NO

d) If parents refuse to sign any form, has a record been maintained by the parish?

YES  NO

7. a) Does the pastor ensure that background evaluations are conducted on all Church Personnel to include priests, deacons, other paid personnel and volunteers whose duties include ongoing, unsupervised contact with minors?

YES  NO

b) Does the principal and/or religious education director ensure that background evaluations are conducted all Church Personnel whose duties include ongoing, unsupervised contact with minors?

YES  NO

**If No, provide explanation.**

8. Does the pastor ensure that visiting or non permanent clergy (e.g., weekend assistants, priests who witness marriages, perform baptisms, conduct funerals or otherwise engage in supply ministry) are clergy in good standing?

YES  NO

**If No, provide explanation.**



9. For those parishes directly affected by allegations of sexual abuse of children which have been brought forward during this current audit period:

a) Has the diocese kept the parish informed?

YES  NO

b) Has the diocese/eparchy provided assistance to affected persons or groups?

YES  NO

c) Has the diocese/eparchy supported reinstatement of the accused when allegations are determined to be unfounded?

YES  NO

**If Yes, describe. If No, provide explanation.**

**Name of the person completing this parish self assessment:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_