

CODE OF CONDUCT FOR ADULT LEADERS

In order to assure the safe and successful participation of young people and adults at gatherings sponsored by agencies and organizations of the Diocese of Boise, the following norms of behavior are to be followed. As an adult leader at this event, we expect you to provide leadership for your parish/school and the Diocese of Boise during all gatherings! We hope that you will display, support, defend and encourage the mature, responsible leadership to, by, for and with youth which has for so many years been the trademark of Catholic Youth Ministry within this Diocese.

SOME NORMS FOR PARTICIPATION FOR ADULT LEADERS...

1. Individual leaders are responsible for their own actions and also to some degree the actions of those young people they are with, and will be asked to assume the natural consequences for any negative behavior.
2. Adult leaders attending events must be screened for the protection of youth participants prior to being confirmed as a leader or Chaperone for a parish sponsored event, trip, outing, activity, etc. This screening will be used to identify areas of concern (i.e., health concerns, disabilities or impairments requiring accommodation etc.) or special attention. This screening will include at least the following:
 - Interview by an authorized parish, school or agency representative or staff person.
 - Completion of a written application process that includes request for information re: name, address, phone, any area of concern and any experience that would make this person suitable for the position being filled.
 - Confirmation by the Office of Child, Youth and Adult Protection that the adult has attended the Safe Environment Workshop and successfully completed a criminal background check.
3. ALL adult leaders and participants who are of **LEGAL DRINKING AGE** (21 years old) are expected to be leaders and examples to younger attendees; therefore all adult leaders & participants must **REFRAIN FROM DRINKING**. The purchase, possession or consumption of beer, wine or other alcoholic beverages by minors will not be tolerated. Adults who allow or encourage such activity are in violation of the law and appropriate action will be taken.
4. The possession or use of **ILLEGAL DRUGS** by any individual will not be tolerated. Infraction of this rule will mean immediate dismissal from any event and appropriate action will be taken.
5. For the protection and safety of all participants, acts of violence or harassment will not be tolerated. Leaders and chaperones must be alert to and prepared to stop all acts of violence and harassment.
6. All adults must comply with the Diocesan Safe Environment guidelines and the Guidelines Concerning the Supervision of Minors. Both of these documents are available from the Child, Youth and Adult Protection office. (208) 342-1311.
7. Disruptive behavior, language, clothing or items will not be acceptable at youth events. This includes any of the above which is obscene, profane, or inappropriate to the activity of the church or group.
8. Adults may not enter gambling halls, casinos or other establishments where organized gambling takes place. As a chaperone, you are not to go anywhere where the youth who look to you for leadership cannot accompany you. It is illegal for minors to take part in any organized form of gambling and therefore such activity is strictly prohibited. Any other gambling activity should also be discouraged.
9. The use of tobacco in any form on parish/Diocesan transportation is not permitted. Also, due to the documented health risks from second hand smoke, smoking is prohibited in all assembly areas and shared sleeping quarters.
10. All activities sponsored by a parish, school, agency or organization affiliated with the Diocese of Boise must be planned and organized in order to assure the safety and well-being of the participants who will be taking part in them. All reasonable precautions must be taken to assure that these events are safe and appropriately chaperoned. (Example: If you take your group swimming, a certified life guard must be in attendance.)
11. Adults who are asked to transport youth to or from organized events and who are solicited for this activity by a Diocesan organization, parish, school or agency must adhere to all the requirements listed in the Transportation Policy of the Diocese of Boise.
12. Adults in leadership positions are expected to help enforce the code of behavior as it pertains to youth and to set an example for them.

SOME NOTES... The Diocese does not insure personal property against theft or loss so please exercise caution regarding your own personal property. You are expected to observe the above guidelines in light of Idaho State statutes and definitions even when taking part in events which may take place in another state or country. (EXAMPLE: The legal drinking age in Idaho State is 21. This age will be the norm followed even when in a place where the legal drinking age is lower.) The major thing to remember is that you represent the Church and are asked to demonstrate Christian consideration, sensitivity and respect to others and to the property around you.

I have read and understand what is being asked of me as a leader in this event. I agree to comply with these terms.

Roman Catholic Diocese of Boise

School and Parish Volunteer's Code of Conduct

Our children are the most important gifts God has entrusted to us. If I am a volunteer, I promise to strictly follow the rules and guidelines in this Volunteer's Code of Conduct as a condition of my providing services to the children and youth of the Diocese of Boise.

As a volunteer, I will:

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.
- Always attempt to avoid situations where I am alone with an individual child and/or youth while performing my volunteer obligations.
- Use positive reinforcement rather than criticism, competition, or comparison when working with children and/or youth.
- Refuse to accept expensive gifts from children and/or youth or their parents without prior written approval from the pastor, principal, or administrator.
- Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the pastor, principal, or administrator.
- Report suspected abuse to the pastor, principal, administrator, or appropriate supervisor and assure that the local Child Protective Services agency or County Sheriff is contacted (see Diocesan Sexual Misconduct policies for reporting procedures). I understand that failure to report suspected abuse to civil authorities is, according to the law, a misdemeanor.
- Cooperate in any investigation of abuse of children and/or youth.

As a volunteer, I will not:

- Use, possess, or be under the influence of alcohol at any time while volunteering.
- Use, possess, or be under the influence of illegal drugs at any time.
- Pose any health risk to children and/or youth (i.e., no fevers or other contagious situations).
- Strike, spank, shake, or slap children and/or youth.
- Humiliate, ridicule, threaten, or degrade children and/or youth.
- Touch a child and/or youth in a sexual or other inappropriate manner.
- Use any discipline that frightens or humiliates children and/or youth.
- Use profanity or sexual language or innuendo in the presence of children and/or youth, unless specifically approved by the pastor, principal or program director for use in a sexuality education context.

I understand that as a volunteer working with children and/or youth, I am subject to a thorough background check including criminal history. I understand that any action or inaction inconsistent with this Code of Conduct may result in my removal as a volunteer with children and/or youth.