



DIOCESE of TOOWOOMBA
REVIEW of SACRAMENTAL PROGRAMS and ACTIVITIES with CHILDREN
and ADULTS at Risk in PARISHES and DIOCESAN MINISTRIES
14 April 2023

REVIEW of Sacramental Programs and Activities, with Children and Adults at Risk, in Parishes and Diocesan Ministries:

Parish Ministries and Activities involving Children and Young People:

identified from *Parish Ministry Volunteers: Safeguarding Requirements Guide (14Apr23)*

Children's Liturgy: Co-ordinator, Volunteers, parents, children members

Children's Choir: Co-ordinator, musicians, children members

Altar Assistants (Servers): Co-ordinator, children members

Offertory Gifts Procession: Co-ordinator, children members

Sacramental Programs: Baptism, Reconciliation, Confirmation, Eucharist:

Sacramental Teams: Co-ordinator, Volunteers, parents, children members

Religious Education in State Schools: RE Catechists ... students in Class groups in State Schools

Parish Youth Group: Youth Leader, Volunteers, parents, children members

Parish Play Group: Co-Ordinator, parents, children members

Diocesan Ministries:

SPRED: Special Religious Education and Development: Adults at Risk community ...

Director, Staff, Volunteers, Adults at risk members

Review of Sacramental Programs and Activities ...

recommended by Diocesan Audit to be "mid-term and annual"; prefer '**each year and progressive**'.

The *Diocesan Safeguarding Policy for Children, Young People and Adults at Risk (14Apr23)*, in the section named as '**Managing Safeguarding risks in the Parish Community**' (p10), the text has been amended to read as follows:

"Each year, in each parish, the Parish Priest, Parish Leader, Parish Council and Parish Safeguarding Contact are to **progressively** identify areas of risk, in relation to the safety of children, young people and adults at risk, in the life and activities of the Parish Community. This **review** is to include all sacramental and ministry activities, all services provided through the parish, all special events celebrated by the Parish, and in particular all services or activities directly involving children, young people and adults at risk.

*Guidance on how to identify and assess risk is provided in the Safeguarding Risk Management **Strategy (14Apr23)**, held in the Parish Office.*

This *Safeguarding Risk Management **Strategy*** and its implementation is **also** to be reviewed and endorsed each year. As well as its necessity for the safe functioning of parish life, this *Safeguarding Risk Management **Strategy*** meets compliance requirements under Queensland Legislation on Working with Children Checks (Blue Card).

In summary, these five areas of preventive action: Building Awareness, Providing Education, Providing Training, Monitoring and Guiding and Managing Safeguarding Risks: remind us that the

whole community is responsible for the safeguarding of children, young people and adults at risk in our midst.

This proactive responsibility for preventing abuse and harm to children, young people and adults at risk at a parish level is to be addressed in a similar way ***in Diocesan Ministries and*** at a Diocesan level. The Diocese, through the Safeguarding (and Standards) Ministry, commits to resourcing, supporting and complementing action taken in Parish ***and Diocesan Ministry*** communities.”

This amended section is supported by *review provisions* in existing documents, which encourage *progressive review of programs and activities involving children*:

Code of Conduct (14Apr23): p4: under *Diligent Safeguarding practice (cont)*: last dot point ...
p5: under *Diligent Safeguarding practice*: third dot point ...

Safeguarding Risk Management Strategy (14Apr23)

Risk Calculator Step 6: Review p50

Risk Assessment Sheet: p51

Risk Management Plan: p53

General Activities Checklist: p55

Special Events Checklist: p57

Parish Safeguarding Risk Register: p62A – Matters to Address column

Diocesan Ministry Safeguarding Risk Register: p62B – Matters to Address column

Diocesan Safeguarding Risk Register: p62C – Matters to Address column

Receiving & Recording a Disclosure Form (14Apr23): p7 – Item 8 Next Steps

Reporting a Disclosure or Allegation Form (14Apr23): p8 – Item 8 Next Steps

Parish NCSS Checklist: Items under Standards 3 (p1), 9 and 10 (p2)

A more developed GUIDE will be prepared in the near future.