

ROMAN CATHOLIC DIOCESE OF BURLINGTON  
**Office of Safe Environment Programs**

CODE OF CONDUCT FOR CHURCH PERSONNEL WHO WORK WITH MINORS

Church personnel who work with minors (anyone under the age of 18) through the Diocese of Burlington or any of its parishes or schools have the legal, moral, and religious responsibility to perform their duties in a way that educates and assists - and does not harm - the minors with whom they work. In keeping with that obligation, the Diocese of Burlington establishes the following *Code of Conduct* for all who minister to minors in the parishes of the Diocese, teach minors in the schools of the Diocese, coach minors on sports teams connected with the Diocese or any of its parishes or schools, or in any other way work with minors throughout the Diocese of Burlington.

As one of the teachers, coaches, ministers, employees and/or volunteers who work with minors in or through the Diocese of Burlington, I solemnly pledge that:

- I will, to the best of my ability, perform my work in a manner consistent with the mission of the Catholic Church and the Diocese of Burlington and the laws of the state of Vermont.
- I will always remember that I am not a peer of the minors with whom I work, and I will perform my duties accordingly.
- I will partake in the required *Safe and Sacred* training as outlined in Section VI (E)(2) of the *Policies on Ethics and Integrity in Ministry*.
- I will maintain appropriate physical and emotional boundaries with the minors with whom I work.
- I will partake in appropriate internet and social media activity and maintain appropriate boundaries with regard to interactions with others, including any minors with whom I work.
- I will avoid situations where I am alone with a minor at Church activities or in other contexts.
- I will refrain from any and all physical conduct, non-curricular conversations and other communications with minors that have a sexual purpose or result.
- I will report suspected abuse or neglect of a minor to the appropriate authority (e.g., DCF, law enforcement), as well as to the pastor, administrator, or appropriate supervisor (see Section VII (B)(2)).
- I will not touch a minor in a sexual or other inappropriate manner.
- I will cooperate fully in any investigation of abuse of minors.
- I will treat everyone with respect, loyalty, patience, integrity, courtesy, dignity and consideration.
- I will use positive reinforcement rather than criticism, competition or comparison when working with minors.

- I will neither accept expensive gifts from minors nor give expensive gifts to them without prior written approval from the parents or guardians and from the pastor and/or administrator.
- I will not smoke or use tobacco products in the presence of minors.
- I will not use, possess or be under the influence of alcohol while working with minors.
- I will not use, possess or be under the influence of illegal drugs at any time.
- I will not knowingly pose any health risk to minors (i.e., no fevers or other contagious matters). I will not strike, spank, shake, or slap minors.
- I will not humiliate, ridicule, threaten, or degrade minors.
- I will not use any discipline that frightens or humiliates minors.
- I will not use profanity in the presence of minors.

**I understand that, in working with minors, I am subject to a thorough background check, including criminal history. I understand that any action inconsistent with this *Code of Conduct* or failure to take action mandated by this *Code of Conduct* may result in removal from my position.**

**I also understand that this *Code of Conduct* does not abrogate or replace any other obligations that I have under any applicable law, guideline, policy or regulation.**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Role: \_\_\_\_\_

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

