



Holy Spirit Parish

I

CODE OF CONDUCT

Our children are the most important gift God has entrusted to us. I promise to strictly follow the rules and guidelines in the Code of Conduct as a condition of my providing services to the children and youth of Holy Spirit Parish/School.

AS AN EMPLOYEE / VOLUNTEER, I WILL:

- ❖ Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.
- ❖ Work collaboratively with the pastor and/or other supervisors and associates in ministry.
- ❖ Are accountable to the pastor or other duly appointed representative.
- ❖ Respect confidentiality.
- ❖ Faithfully represent and practice the teachings of the Catholic Church with integrity in word and action.
- ❖ Avoid situations where I am alone with children and/or youth at church/school activities.
- ❖ 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 or administrator.
- ❖ Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the pastor or administrator.
- ❖ Report suspected abuse to the pastor, administrator, or appropriate supervisor and to **Franklin County Children Services – 614-229-7000**. I understand that failure to report suspected abuse to civil authorities, according to the law, is a misdemeanor.
- ❖ Cooperate fully in any investigation of abuse of children and/or youth.

AS AN EMPLOYEE / VOLUNTEER, I WILL NOT:

- ❖ Smoke or use tobacco products in the presence of children and/or youth.
- ❖ 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 in the presence of children and/or youth.

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 inconsistent with this Code of conduct or failure to take action mandated by this Code of Conduct may result in my removal as a staff member, teacher or volunteer with children and or youth.

A Compliant Form for Allegation of Sexual Abuse of a Minor can be found on the Diocesan website at <http://www.colsdioc.org/ProtectingOurChildren.aspx>. You can also obtain a copy from the Parish or School Office.

Volunteer PRINTED Name Volunteer SIGNATURE Date