



DIOCESE OF  
Jefferson City

BETTER  
TOGETHER

# CODE OF CONDUCT FOR MINORS

*For minors who are volunteering or working  
with younger children*

LAST REVIEWED NOVEMBER 2020

## INTRODUCTION

You are about to begin what we hope will be a lifelong commitment to volunteering or working for the Catholic Church. It is a privilege to help carry on the mission of Jesus Christ, one that is very important and influential. You now have a responsible position within your parish, school or agency, and you should live up to the expectations of trust that have been placed in you.

Moreover, as a minor yourself, it is important that you follow certain rules and guidelines, both for your protection and for the protection of those to whom you minister. The Church takes the issue of misconduct very seriously. Any instance of your misconduct will be evaluated carefully. You are urged to report any instances of misconduct that you see to the adult supervising your area of service.

## GENERAL CONDUCT FOR VOLUNTEERS OR EMPLOYEES WHO ARE MINORS

1. You must always be aware of your own actions as well as the actions of those with whom you are working.
2. You must never be alone with an individual in your care; all ministry should take place in a public location where it can be seen by others.
3. You must never drive an individual in your care.
4. Two adults must be present at all times when you are on an outing with younger children in your care.
5. You are not to access locker rooms, shower rooms and dressing rooms in use by younger children in your care unless two adults are present.
6. You are not to accompany a younger child in your care into a restroom without two adults also present unless the health condition of the child makes it absolutely necessary.
7. You must never have physical contact with children in your care, except when appropriate in the course of your duties (e.g. consoling an injured child, holding the hand of a child when using stairs, etc.)
8. You must never use inappropriate language when working with younger children.
9. You must never provide or be involved with the illegal possession and/or illegal use of drugs and/or alcohol in the presence of younger children in your care, nor are you to provide these substances to the children.
10. You must never use physical force or demeaning language with children in your care, nor should you discipline or be asked to discipline a child in your care. Discipline is the responsibility of the adult supervisor.
11. You must never take sexual or financial advantage of an individual in your care.
12. You must be aware that diocesan guidelines on child abuse are to be followed without exception. Immediately alert your supervisor if you are unable to meet the above obligations. For more information or clarification, please contact 573-635-9127.

## THE DIOCESE OF JEFFERSON CITY IS GRATEFUL FOR THE SERVICE YOU PROVIDE

Whenever you have questions or are uncertain about what is required, ask the adults with whom you volunteer or work.

## VOLUNTEERING OR WORKING WITH YOUNG CHILDREN

I promise to follow the rules and guidelines outlined in the “Code of Conduct for Minors” from Diocese of Jefferson City, for minors who volunteer or work with younger children, as a condition of my providing services to the children and youth of our Diocese.

I understand that if I commit any action that is inconsistent with the diocesan Code of Conduct for Minors or fail to take action mandated by the code may result in my removal from my position of working with minors.

I further understand that I may, as a condition of continuing in my position, be required to participate in education and training provided by the school | attend, the Diocese of Jefferson City, or the diocesan agency, school or parish where I am volunteering or working.

Name of Minor Volunteer/Employee: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: (\_\_\_\_)\_\_\_\_-\_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_\_\_ Expected High School Graduation Month/Year: \_\_\_\_\_

Gender (circle one): Male Female Home Parish: \_\_\_\_\_

We are the parents/legal guardians of \_\_\_\_\_ (“Minor”).

We have received and support the diocesan Code of Conduct for Minors and we have reviewed it with the Minor. We understand that the Diocese of Jefferson City has a responsibility to provide a safe environment for all of its young people and we know of nothing in Minor’s background that would make him/her unsuitable to work with minor-age children.

Signature of Minor Volunteer/Employee: \_\_\_\_\_

Printed name of Parent/Legal Guardian: \_\_\_\_\_

Signature of Parent/Legal Guardian: \_\_\_\_\_

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

Please return this form to the parish, school or agency where work/volunteering will take place. Direct any questions to **Connie Schepers, Director of Child and Youth Protection**, of the Diocese of Jefferson City, at 573-635-9127, ext. 224.