



Sacred Heart Parish

Policy: Sacred Heart Sponsored Youth Events
March 21, 2014

When Sacred Heart sponsors a meeting, event, activity, or program that involves youth, then Sacred Heart is fully responsible for ensuring their safety. There are two types of youth groups that can meet on Sacred Heart property: Sacred Heart Sponsored Youth Groups and Non Sponsored Sacred Heart Youth Groups.

Parish Sponsored Groups Defined - Parish sponsored events/programs are defined in Archdiocesan Policy as any group that has been granted permission by Sacred Heart Parish to have a meeting or activity away from church property and/or on Church property, and Sacred Heart Parish advertises for that event/program. If a youth group is granted permission to meet on Church property, Sacred Heart gives the perception that the parish is sponsoring the meeting; therefore, Sacred Heart Parish is responsible for the event/program's content and actions.

Non Sponsored Groups Defined – Non sponsored events/programs are defined by Archdiocesan Policy as groups solely using Sacred Heart space on Church property for a particular purpose, such as an exercise group, card playing group, homeschool group. These Non Sponsored groups must do the following: (1) sign a Sacred Heart Facility Use Agreement, (2) provide their own insurance, and (3) put in place appropriate safe guards, i.e. something similar to our safe environment program. Sacred Heart Parish WILL NOT advertise for Non Sponsored Groups.

To be in accordance with Archdiocesan policy, Sacred Heart will only sponsor youth events/programs when the following forms, license, permission, and safe environment training have been submitted and completed:

1. **FORMS** - All forms are filled out and submitted to the Sacred Heart office before the event/program can take place. Forms include insurance waivers, parental permission, and medical history. Documents must be submitted 2 week prior to use.
2. **License** – All adults who will be transporting youth need to provide the Sacred Heart Office with copies of drivers' licenses, registrations of vehicles, and names of people transporting youth.
3. **Safe Environment** – All adults working with the youth or who show up at any Sacred Heart sponsored youth event, **MUST** have completed the Archdiocesan Safe Environment Training. A list of all those who will be present at youth events/programs must be submitted to the Sacred Heart Office two weeks before the event takes place so that adequate time can be given to marketing and advertising.

NOTE: If any person refuses to meet safe environment requirements, it is unfortunate, but they forfeit the opportunity to volunteer and their event or program cannot be held at Sacred Heart Parish or any parish within the Archdiocese of Anchorage.

Thank you for keeping our youth happy and safe. Father Scott J. Garrett, Pastor.