

Sherlake Cultural Center Guidelines for Activities Involving Minors

These guidelines apply to all staff and volunteers of the Sherlake Cultural Center (Sherlake) who oversee and carry out activities at Sherlake (or offsite) in which minors take part. The guidelines also apply to one-on-one counseling of minors who take part in these activities. A minor is anyone under the age of 18.

1. Whenever adults are with an individual minor, they should always remain within view of other people and should avoid being alone in any isolated place.
2. Priests should hear confessions and give spiritual direction to minors only in a confessional with a screen.
3. When staff or volunteers talk to minors alone, they should do so in a room with the door open or with a window in the door allowing them to be easily seen, or someplace where they can be easily seen by other people.
4. No adult should ever be alone with a minor in a bedroom. No minors should be in staff bedrooms.
5. Any overnight activities or one-day trips involving minors should never include fewer than two adults and should have at least one adult per 15 minors. In overnight activities, no adult should share a bedroom (or tent) with minors. If possible, minors should sleep either in single rooms or in rooms with three or more.
6. No adult should shower or dress in the presence of minors and vice-versa. Adults should have separate showers or use the showers at a separate time. Whenever the minors need to dress with other minors present, they should be instructed to use bathrobes or at least towels. All showers should be individual showers or have individual stalls.
7. No adult should drive in a car alone with a minor, unless the parents have given their explicit approval.
8. Before a minor attends an overnight activity (e.g., a retreat) the parents should be informed and their approval obtained by those responsible for the activity.
9. No adult should subject a minor to any physical or verbal abuse, including threatening, intimidating, taunting, humiliating and insulting, nor allow the participants to treat others in these ways.
10. No adult should invite or aid minors to smoke, drink alcohol, or use illegal drugs. The possession and use of marijuana are always prohibited, regardless of their legality.
11. Adults should avoid any physical contact that is sexual or could be misunderstood as sexual. In this area it is better to err on the side of caution. Wrestling and rough-housing should be avoided.

12. Adults should not send text messages to minors under 15 and may send such messages to other minors only if they have first obtained the parents' approval.

13. No adult should give or show to a minor pornographic or indecent reading materials, photographs, digital media, etc. In speaking about matters related to the virtue of chastity, those will be discussed emphasizing the positive aspects of the ascetical struggle and in the context of Catholic church doctrine.

14. If anyone knows or reasonably suspects that abuse of a minor or a criminal act has taken place in any of Sherlakes' activities, they should inform the Director of the Activity immediately, unless the complaint involves allegations regarding such Director, in which case, they shall inform the Director of Sherlake Center. The Director of the Activity should notify the Director of Sherlake Center as soon as possible. If allegations involve the Director of Sherlake Center then the Director of the Activity should notify the Board of Directors. The Director of the Center shall promptly inform the Board of all such complaints. If a complaint alleges a criminal act or meets the requirements for mandatory reporting of confirmed or suspected abuse of minors to civil authorities, the Director of Sherlake Center or the Board shall report the complaint to the appropriate civil authorities.

15. If a minor says that she has been abused, the adult should listen to her without disputing her story, ask for pertinent details (who, when, what), and tell her that she will speak to the Director. She should be encouraged to tell her parents.

I, _____, have read the above guidelines and agree to abide by them in all activities of Sherlake Cultural Center involving minors.

Signature

Date

Approved by the board of Sherlake, August 3rd, 2020