

Safeguarding Under Extenuating Circumstances

The expectation is that Safeguarding God's Children certification will be completed within 30 days of a person's hire or start date and before working alone with children or youth. If, however, because of an unanticipated need for a substitute teacher in a classroom or other situation involving children or youth, it is not possible to meet this requirement, the following process will be followed:

1. A person whose certification is in process but not yet complete may work directly with children or youth, provided that person is supervised by a fully certified adult.
2. A person whose certification is not in process but who has been recommended by trusted sources to an organization may work directly with children or youth on a temporary basis, provided that person is supervised by a fully certified adult, and that the use of the person as a substitute is documented and notice given to the head of organization and the Safeguarding Minister. In the case of a parish day school, the documentation must be provided to the Safeguarding Minister, the head of school, and the head of the sponsoring congregation.
3. Any emergency circumstance that requires an exception to the above supervision requirements in Items 1 and 2 must be documented. Documentation must state the date, the reason, and the action taken, and must be provided the same day to the Safeguarding Minister and the Head of Organization. "Safeguarding certification must be completed within 30 days of hire or start date. A person whose certification is in process but not yet complete may work directly with children or youth, provided that person is supervised by a fully certified adult. Any emergency circumstance that requires an exception to this supervision requirement must be documented. Documentation must state the date, the reason, and the action taken, and it must be provided the same day to the Safeguarding Minister and the Head of Organization. In the case of a parish day school, the documentation must be provided to the [Safeguarding Minister](#), the head of school, and the head of the sponsoring congregation."