



ST. ELIZABETH ANN SETON PARISH

Volunteer/Work Information Form

Personal Information

Legal Name: _____ Age: _____ DOB: _____ Male Female

Address: _____ | _____ | _____ | _____
STREET CITY STATE ZIP

Phone: _____ Mobile: _____ Email: _____

Driver's License No.: _____ State: _____ Expiration Date: _____

I have taken Safe & Sacred Training Year: _____ Exp: _____

Registered member of S.E.A.S ACS Active Catholic Other Parish

Emergency Contact

Name: _____ Relationship: _____ Town: _____

Phone: _____ Mobile: _____ Email: _____

Areas seeking to work/volunteer at St. Elizabeth Ann Seton

Employee Volunteer Chaperone Teacher Aid Substitute Coach

Place of Work: _____ Name of work: _____

Immediate Supervisor: _____ Contact: _____

Date and Time of Work: _____

My Education: _____

My Areas of Interest in General: Events Youth Ministry School Meal Ministry Finance

Maintenance Winter Help Decorations Office Help Catechist Other

What is your current role/ministry with St. Elizabeth Ann Seton Parish? At which campus?

Archdiocese of Indianapolis
Code of Conduct (Revised August 1, 2013)

As a community of faith, we are committed to safeguard our children and youth, the most important gifts God has entrusted to us. The following rules and regulations reflect that commitment and apply to clergy, employees, and volunteers.

I will:

- ◆ Safeguard children and youth entrusted to my care at all times.
- ◆ Treat everyone with respect, patience, integrity, courtesy, dignity, and consideration.
- ◆ Complete Safe and Sacred child protection training and read quarterly online articles.
- ◆ Avoid situations where I am alone with a child or youth at church/school activities.
- ◆ Refrain from giving inappropriate, personal gifts to children or youth.
- ◆ Avoid all unnecessary physical contact, especially when alone with a minor.
- ◆ Obtain permission from a parent or guardian before contacting a minor via social media or before posting pictures, video, and other information that may identify a minor.
- ◆ Always maintain a professional attitude when dealing with minors, avoiding emotional attachment and being aware of the powerful attraction of adults in positions of authority.
- ◆ Report suspected child abuse to civil authorities (Indiana hotline: 800-800-5556) or to a local law enforcement agency and to the archdiocese (victim assistance coordinator: 800-382-9836, ext. 1548). Report any violations of this code of conduct to the victim assistance coordinator. Confidential reports to the archdiocese can also be made online at www.archdioceseofindianapolis.ethicspoint.com. You do not have to give your name.
- ◆ Cooperate fully in any investigation of abuse of children and/or youth.

I will not:

- ◆ Communicate any views contrary to the teachings of the Catholic Church.
- ◆ Use, possess, or be under the influence of alcohol while overseeing youth at any church/school activities.
- ◆ Use, possess, or be under the influence of illegal drugs
- ◆ Allow minors to have and/or use alcohol or illegal drugs
- ◆ Use profanity or engage in behavior that is harassing or degrading to others.
- ◆ Allow minors to have, or assist them in gaining access to, pornographic or inappropriate websites,
- ◆ movies, or printed materials.

I understand and will abide by the rules and guidelines in this Code of Conduct.

Printed Name

Parish, School, or Agency Name

Signature

Date