



SAFE ENVIRONMENT PROGRAM

ARCHDIOCESE OF NEW YORK

SAFER SPACES

INSTRUCTIONS FOR PRESENTATION

Every presentation of the video should have a facilitator. To be a facilitator you must be:

- A clergy member or a supervisor (Pastor, Parochial Vicar, Principal, DRE, Assoc. Principal, etc.), and
- You must have attended the “Protecting God’s Children” workshop.

A brief introduction should include a prayer and a description of the nature of the orientation training.

- Be certain that everyone has signed in on a copy of the sign-in sheet provided. Please make sure that everyone prints their name clearly and lists their job description and the program that they belong to. This is vitally important, since this sign-in sheet will be the only proof that people attended the session.
- Give everyone a copy of the Handbook. We have provided you with copies, and a master in case you need to make more copies on your own. The Handbook is an essential part of the program – everyone should receive one.
- This training is about child physical and sexual abuse.
- An opportunity for discussion will follow the video.
- Further training is available within the Archdiocese at no cost to the individual.
- The video is approximately 30 minutes long. The session will take no more than an hour total (video + discussion).

After viewing the video, the presenter should offer an opportunity for questions about the following topics:

- How common is child sexual abuse? (Answer: 1 in 10 adult males and 1 in 5 adult females have been a victim of child sexual abuse.)
- What are the warning signs of a victim and a predator?
- What are the reporting procedures?
- What are the principal points of the Code of Conduct?
- The PREVENTION of abuse is of paramount importance. (If we catch a perpetrator, a child has already suffered.)
- Throughout the presentation, remind volunteers that we are trying to create a safer space in all of our facilities for children.
- Encourage discussion on specific policies and procedures to be implemented at your site. Listen closely; some volunteers have great ideas.
- Invite anyone who wishes to attend a “Protecting God’s Children” workshop.
- Close with a prayer (either spontaneous or you can use the prayer to St. Joseph on the back of the handbook).

Finally, make a copy of the sign-in sheets for your records and fax/mail the sheets to our Office:

Safe Environment Office
1011 1st Ave. 7th Floor
New York, NY 10022
Fax: 212-421-1801