

## Safe Environment Training Online Option:

All volunteers, staff, religious and clergy may complete their diocesan safe environment training through the *Safe & Sacred Learning Community™*

### It is as easy as 1, 2, 3 !

1. **If you are new to online training, create a user profile at the training website:**

<https://safeandsacred-sfcatholic.org>

**If you are renewing your training** use your user name and password from last year. Can't remember it? Click on "live help" for assistance.



*Please do not create more than one profile, as this will create duplicate records for you and may result in inaccurate reporting for your completed requirements.*

2. **Complete the course at your convenience.** Be sure to read the instructions and complete all of the steps.
3. **Use the email option or print and turn in your Certificate of Completion** to the Safe Environment Coordinator at your location.

The programs are designed to be respectful of the topic and your time. It should take between 30 to 60 minutes to complete each course. You only need to complete one course per year.

The site is accessible anytime and on almost all computers and Internet connections.

If you have any questions or problems there is a button at the **top right corner of almost every screen** where there is a "live" person waiting to answer your questions.

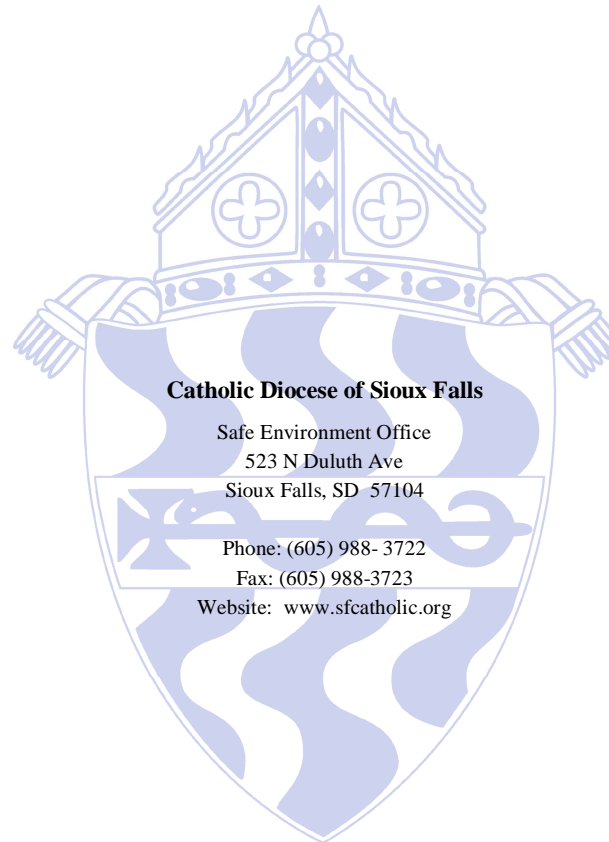


You may also contact Technical Support by calling, toll free, 888-804-9643.

*Catholic Diocese of Sioux Falls*

**Safe Environment Program**

# *On-line Training Instructions*



<https://safeandsacred-sfcatholic.org>

*Safe & Sacred™*  
Environment Training Program

**Technical Support: 888-804-9643**



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The protection of children and young people is a special concern for the Church. As someone who works with children as part of their ministry, learning how to recognize and report child abuse is not only a moral and civic duty, but for us as Christians a response to Jesus' call to love our neighbor.

Completion of one of the following programs listed in this brochure will fulfill the diocesan annual safe environment training requirement for those working with children.

## *Recognizing Child Abuse*

### *Required for New Staff and Volunteers*

The “*Recognizing Child Abuse*” course is the core of our safe environment training program and is **required** for all new employees and first time volunteers who work with children.

This course empowers each of us with the ability to protect all God's children. Successful completion of this course results in recognizing the types, signs, characteristics, scenarios, and indicators of suspected abuse. In addition, participants will understand the laws and policies

regarding the reporting of child abuse, and what actions to take when they believe abuse of any kind is occurring.

## *Continuing Our Commitment to Protect*

### *Renewal Course for Staff and Volunteers*

“*Continuing our Commitment to Protect*” is a refresher course for those staff and volunteers who have already taken the initial course “*Recognizing Child Abuse*.” Completion of this course will fulfill the diocesan annual training requirement to allow them to continue to work or to continue to volunteer with children within diocesan organizations.

The course will remind participants of the types and signs of abuse, and will review characteristics and indicators of suspected abuse. Participants will apply what they have learned using scenarios and activities that will demonstrate the key points of the training.

*“Whatever you did for one of these least brothers of mine, you did for me.”*

*Matthew 25:40*

## *Protecting Vulnerable Adults*

### *Training for those working with Vulnerable Adults*

The ministries that involve working with vulnerable adults include; going out to serve those who are homebound, sick, or advanced age, or with disabilities. Each person is ministered to with the recognition they are a son or daughter of God, created in His Divine image.

As brothers and sisters in Christ, we are called to foster a safe environment, to recognize and report signs of abuse, and to maintain professional boundaries in the performance of our duties for those we serve. We are called to bring help and healing to those who cannot speak for themselves by being their voice.

This course presents information and tools to recognize the types and signs of abuse that is specific to vulnerable adults and how to report abuse if necessary.

Participants completing this course will have completed their diocesan requirement to work with vulnerable adults for three years.