

**CODE OF CONDUCT FOR EMPLOYEES
OF PARISHES, SCHOOLS AND OTHER ORGANIZATIONS IN
THE DIOCESE OF GRAND ISLAND**

Our children are the most important gifts God has entrusted to us. As an employee, I promise to strictly follow the rules and guidelines in this *Code of Conduct* as well as the *Code of Conduct* of the Diocese of Grand Island as it applies to me. My observance of these rules and guidelines are a condition of my providing services to the children and the youth of our (parish, school, facility, diocese, etc.).

As an employee, I will:

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity and consideration.
- Avoid situations where I am alone with children and/or youth at Church activities.
- Use positive reinforcement rather than criticism, competition or comparison when working with children and/or youth.
- Refuse to accept expensive gifts from children and/or youth or their parents without prior written approval from the pastor or administrator.
- Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the pastor or administrator.
- Report suspected abuse to the pastor, administrator or appropriate supervisor and the local Child Protection Services agency. I understand that failure to report suspected abuse to civil authorities is, according to the law, a misdemeanor.
- Cooperate fully in any investigation of abuse of children and/or youth.

As an employee, I will not:

- Smoke or use tobacco products in the presence of children and/or youth.
- Use, possess or be under the influence of alcohol at any time while working.
- Use, possess or be under the influence of illegal drugs at any time.
- Pose any health risk to children and/or youth (i.e., no fevers or other contagious situations).
- Strike, spank, shake or slap children and/or youth.
- Humiliate, ridicule, threaten or degrade children and/or youth.
- Touch a child and/or youth in a sexual or other inappropriate manner.
- Use any discipline that frightens or humiliates children and/or youth.
- Use profanity in the presence of children and/or youth.

I understand that as an employee working with children and/or youth, I am subject to a thorough background check including criminal history. I understand that any action inconsistent with this *Code of Conduct* or failure to take action mandated by this *Code of Conduct* may result in my removal as an employee working with children and/or youth.

Employee's Printed Name

Employee's Signature

Printed Name of Institution

Today's Date