



THE CATHOLIC DIOCESE
of
PENSACOLA-TALLAHASSEE

Independent Contractors / Contracted Personnel (Jessica Lunsford Act Requirements):

The policy of the Diocese of Pensacola-Tallahassee is to comply with the terms of the Jessica Lunsford Act in order to provide an added measure of safety and protection in school and parish environments. The Act states that contracted personnel who are permitted access to school grounds when students are present, or who have direct contact with students must meet Level 2 requirements as described in Section 1012.32, Florida Statute. Independent contractors / contracted personnel shall include any vendor, individual or entity (or sub-contractor thereof) who has been retained by a school, parish or Diocesan entity to perform work or services in or around any parish or Diocesan school, or on the campus of any parish or Diocesan entity while school or religious education classes are in session, or while there is an ongoing event that focuses on children or youth. Prior to working on any parish or diocesan property, the contractor or sub-contractor must certify in writing to the Office of Safe Environment, that all of his/her onsite employees or personnel have the required Level 2 criminal background search.

All contractors, sub-contractors, vendors, and independent contractors must renew the Level 2 background screening at the 5-year mark of the first Diocesan background screening to continue working where children are present on church or school grounds within the Diocese of Pensacola-Tallahassee.

The Diocese of Pensacola-Tallahassee does not accept background screening reports from any federal agency, state agency, or private information vendor regardless of the screening organization and regardless of the position that an individual currently holds or may have held in the past – NO EXCEPTIONS. Fingerprints contained in the FBI database can be used only for the purpose intended and are federal-statute specific. This means that the sharing of criminal history reports between entities is not allowed without the approval of the Florida Department of Law Enforcement and the individual being checked.

Line-of-Sight Provision:

(a) The JLA Section 1012.468(2)(a), Florida Statutes, as amended, allows contractors who have not passed background screening to work on school grounds as long as they are under direct line of sight supervision of a screened supervisor or Diocesan employee. Except as outlined in (b) and (c) of this rule, the Diocese of Pensacola-Tallahassee does not grant this degree of latitude due to the possibility that the screened supervisor may be called away by an emergency or lose sight of an employee.

(b) Line-of-sight provisions may be used for individual contractors providing training or educational resource presentations provided they are escorted by responsible school/parish administrative staff to and from the delivery venues and remain under constant supervision throughout their lecture/training delivery obligation. Departments utilizing such individual contractors must notify Mark Lee at the Office of Safe Environment in writing prior to their arrival. Furthermore, these exempted individual contractors shall be checked against the national sexual offender database through Raptor by the responsible school/parish administrative staff member.

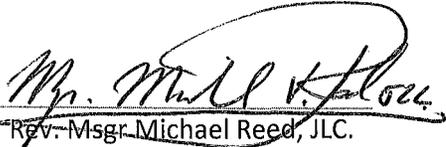
(c) Line-of-sight provisions may be used for contractors responding to time sensitive critical emergencies provided they are escorted by responsible school/parish administrative staff to and from the work site and remain under constant supervision throughout their service/repair obligation. Departments utilizing such individual contractors should coordinate with the Office of Safe Environment. Furthermore, these exempted individual contractors must be checked against the national sexual offender database by the responsible District administrative staff member

Physical Barrier Provision:

The JLA Section 1012.468(2)(e), Florida Statutes, as amended, allows personnel who have not passed background screening to work on a school campus if there is a barrier in place configured so as to ensure reasonable physical separation from normal student activity. This requires a 6- foot chain link fence, with a single ingress/egress point allowing access only from off campus/public right-of-way. The physical barrier provision is allowed; however, the fence must also include a visual fabric screen and remain intact throughout the time workers are on campus. Should the fence be damaged, repairing it shall be the contractor's immediate priority. If the fence is not repaired, all unscreened workers will be required to leave the jobsite.

Cost:

A fee of \$120.00 must be paid at the time of fingerprinting. This fee will be charged to the contractor, Sub-contractor, vendor, or independent contractors.



Rev. Msgr. Michael Reed, JLC.

Chancellor
March 09, 2026