



Archdiocese of Las Vegas Safe Environment Code of Conduct

Standards of Responsibility and Accountability for The Care of, Contact, and Conduct with Children and Youth

Individuals working with youth shall maintain an open and trustworthy relationship between youth and adult supervisors. A team approach to managing youth activities should be used.

Communication (written and electronic): All electronic and/or written communication addressed to children and young adults should also be addressed and/or copied to the parents, guardians, or supervisor.

Harassment: Individuals shall provide a professional environment that is free from physical, psychological, written, or verbal intimidation or harassment.

- Harassment can be a single severe incident or a persistent pattern of behavior where the purpose or the effect is to create a hostile, offensive or intimidating environment.
- Allegations of harassment should be taken seriously, and all allegations are to be reported immediately to the Archdiocesan Human Resources office. Harassment encompasses a broad range of physical, written, or verbal behavior, including without limitation the following:
 - Physical or mental abuse
 - Racial insults
 - Derogatory ethnic slurs
 - Unwelcome sexual advances or touching
 - Sexual comments or sexual jokes

Other activities that violate Catholic moral teaching:

- Use of pornography (legal or illegal). (Must be reported to authorities.)
- Use of tobacco products
- Use of (or under influence) of illegal drugs
- Use of (or under influence) alcohol in a ministry with children
- Posing any health risk to a child or youth
- Striking, spanking, shaking, or slapping any child or youth
- Touching a child or youth in an inappropriate manner

- Use of discipline that frightens or humiliates a child or youth
- Use of profanity in the presence of a child or youth

When it appears that an individual has violated this Code of Conduct or other religious, moral, or ethical principles, a report should be made to a supervisor or Pastor.

Individuals should review and know the contents of the child abuse regulations and reporting requirements for the State of Nevada and should follow those mandates.

When there is *reasonable cause* to believe that a child has been subjected to abuse or neglect, or this activity has been directly observed, it should be reported to the appropriate supervisor, the relevant local child protection agency (CPS, DFS) and law enforcement. If you are a mandated reporter as defined by Nevada law, failure to report suspected abuse to civil authorities can result in prosecution and fines. Cooperate fully in any investigation of abuse of minors. Please be aware that only reasonable cause is needed to report abuse/neglect.

All employees and volunteers (individuals) are responsible for adherence to the Safe Environment Code of Conduct. Individuals who disregard this Code will be subject to remedial action by the parish, the school, or the Archbishop. Corrective action may take various forms from verbal correction to removal from the ministry. The action taken will depend upon the specific nature and circumstance of the offense and the extent of potential harm. All individuals should be open to feedback or redirection regarding any concern.

Contact Numbers

Local Law Enforcement: 911

Child Protective Services (CPS) Clark County, NV 24 Hour Hotline: 702-399-0081

Archdiocesan Victim Advocate: 702-235-7723