



**Diocese of Salt Lake City  
Office of Safe Environment**

**Parish/School Group Gathering Form**

The SEC (Safe Environment Coordinator) or event organizer should complete this form and have it reviewed and signed by the Pastor/Principal prior to the event.

The number of Safe Environment Certified adults required will be determined by the activity/event host (Pastor, Principal or equivalent.)

Completed forms should be kept at the parish/school for auditing purposes.

Parish/School	Pastor/Principal
Event Name	Date and Time (start/end):
Group/Ministry Leading Event	
Event Details	
Number of Persons Expected	Location of the Event (i.e., room name, building)
Contact Person(s)	Contact(s) Phone & Email

Number of Safe Environment Certified Adults Required:	Pastor/Principal Approval Signature and Date
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<b>Safe Environment Certified Adults</b> <b>Minimum of 2 adults required / SEC is Required to Confirm SE Certification</b>	
Name 1	Name 2
Contact Phone	Contact Phone
I agree to be present for the entirety of the listed event and understand my role at this event is to ensure a safe environment is maintained for all children, youth and vulnerable adults.  <input type="checkbox"/> Yes <input type="checkbox"/> No  My Safe Environment Certification is current and not expired. <input type="checkbox"/> Yes <input type="checkbox"/> No  Signature:	I agree to be present for the entirety of the listed event and understand my role at this event is to ensure a safe environment is maintained for all children, youth and vulnerable adults.  <input type="checkbox"/> Yes <input type="checkbox"/> No  My Safe Environment Certification is current and not expired. <input type="checkbox"/> Yes <input type="checkbox"/> No  Signature:

Name 3	Name 4
Contact Phone	Contact Phone
<p>I agree to be present for the entirety of the listed event and understand my role at this event is to ensure a safe environment is maintained for all children, youth and vulnerable adults.</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>My Safe Environment Certification is current and not expired.</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>Signature: _____</p>	<p>I agree to be present for the entirety of the listed event and understand my role at this event is to ensure a safe environment is maintained for all children, youth and vulnerable adults.</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>My Safe Environment Certification is current and not expired.</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>Signature: _____</p>

Add additional SE Certified Adults as needed on a separate form

<p><b>For the Parish/School SEC (Safe Environment Coordinator):</b></p> <p>Confirmation of SE Certification in CMG Connect of all listed adults.</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No                      Date Verified: _____</p> <p>SEC Name: _____ Signature: _____</p>
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