

**ALL ARCHDIOCESAN/PARISH/SCHOOL EMPLOYEES & ADULT VOLUNTEERS who have contact with minors or vulnerable adults must complete the new online Safe & Sacred Training including a background check. Archdiocesan Policy for SE includes the following:**

- creating a user account in the training portal
- submission of a background check application
- 3 completed and returned references\*
- Completion of the Charter for the Protection of Children and Young People course, Protecting Children in the 21st Century agreeing to and signing the Code of Conduct.

**Until all steps have been completed in the online training portal, employees and volunteers may not serve at the parish/school or organization. Please contact your primary location's Safe Environment Facilitator to obtain instructions for accessing the Safe & Sacred Training Portal.**