

## DIOCESE OF FORT WAYNE – SOUTH BEND

### Safe Environment Program

## Safe Environment Education Program for Children and Young People

The Diocese of Fort Wayne-South Bend created a safe environment educational program for all children enrolled in their Catholic schools and parish religious education programs. The diocese established this important program to fulfill one of the mandates of the *Charter for the Protection of Children and Young People*. Article 12 of the *Charter* reads, “Dioceses ...are to maintain “safe environment” programs...to provide education and training for children, youth, parents, ministers, educators, volunteers and others about ways to make and maintain a safe environment for children and young people.” In our diocese, children receive this educational program **every year**. Repetition is a good thing. It helps the children remember what is safe and what is not. The presenter also identifies herself/himself as a safe, kind person with whom the children can share their needs whenever necessary.

### Getting Ready to Teach

All forms, teaching materials, and resources are available on the safe environment website. Many are also available in Spanish. [www.diocesefwsb.org/safe-environment/](http://www.diocesefwsb.org/safe-environment/)

**Permission forms** that are sent to parents asking parental permission for their children to attend the safe environment teaching are *not required or recommended* by the diocese. This educational material is “important personal safety information that every child should have.” This is not sex education. Our program asks that the parish/school **give parents notice** that the safe environment teaching will take place with sufficient time for them to find out more about it if desired. Sufficient time would be at least one week, but may be longer. Also, the parish/school should let the parents know that the material is available for their review. The parish/school may give this information in the handbook or manual provided to parents at the beginning of the year. Another way to provide it would be in a regular newsletter or a special note sent home. A sample **parent notification memo** is available from the diocesan Safe Environment Coordinator (SEC).

**Opt outs** are those children who do not attend the teaching because their parents do not want them to do so. The parents must sign a **PARENT REFUSAL FORM** each year. The school/parish is to keep the forms on file and to provide copies of the teaching material to the parents and request that they instruct their child (ren) at home. The diocese does not recommend sending this form to every parent with the information. Confusion will be the outcome. Parent will mistake it for a permission slip and opt out their children when they did not intend to do so.

**Absent Students** should attend a make-up session or take the educational material home with them. A note should accompany the child asking the parents to review the material with their child. The parish/school may ask the parent to return a signed form stating that they did review the material with their child (ren). This is not required but may help reinforce the idea that the material is important.

## **What do we teach?**

### **Children in Preschool – Grade 5**

The *Good Boundaries Script*, commonly known as the *Script*, is the required educational material for children in preschool to grade 5. There are two different *Scripts*, one for preschool - grade 3 and a second for grades 4 - 5. Each *Script* is written in two formats – a written text and an outline. Both formats contain the same information. The instructor should use whichever format she/he prefers. Available at: <http://www.diocesefwsb.org/safe-environment/safe-environment-education/>

An optional teaching resource is available for children in preschool, kindergarten, and grade 1. A presenter may read the storybook, *The Swimsuit Lesson* (2005 – Jon Holsten) with the children. After reading the story, there is a prepared lesson plan to summarize the important points. The lesson plan is available on the website. This option may be taught instead of the *Good Boundaries Script* for these grades only.

Two more *optional* resources are also at the website address given above. They are coloring pages that reinforce one important aspect in the educational material. The first coloring page, *Children in Swimsuits*, is meant for younger children, for example, preschool – grade 1. The second coloring page, *Children's Faces*, is for older children, perhaps grade 2 or above. These are resources to use in addition to the *Good Boundaries Script* or *The Swimsuit Lesson* storybook.

### **Young People in Grades 6, 7 & 8**

The diocese has lesson plans for use in presenting the education material to young people in grades 6, 7 and 8. They are titled as follows:

#### **Grade 6 – Discovering God's Purpose for Relationships**

#### **Grade 7 – Boundaries for Good Relationships in God's Plan (session 1) Rules for Good Boundaries (session 2)**

#### **Grade 8 – How People Violate Boundaries (session 1) Grooming & Tactics (session 2) Friendships for Life (session 3)**

All lesson plans are available on the safe environment website.

<http://www.diocesefwsb.org/safe-environment/safe-environment-education/>

Several *optional* resources are available from the SEC. These resources may be helpful in the presentation of the material to grades 6, 7, and 8. These include:

- PowerPoint slides from original workshop (February 2005)
- *Preparing to Teach Young People* – Resource for teachers on how to present material
- *Golden Rule Activity* – Could be used with grade 6 also.

- *Ten Commandments/Life Skills Matrix*
- *Ten Commandments Sessions* (3 sessions with teacher outlines, 25 pages)

### **Who does the teaching?**

The school/parish can choose whomever it feels is the best instructor(s) for the educational sessions. Some obvious choices are: the classroom teacher, catechist, school counselor, DRE, or principal. Others could be a volunteer with a counseling, social work or similar background. A simple “*How to Teach Script*” outline is available at the address above for first time presenters. Another resource for those teaching students in the older grades is, *Preparing to Teach Young People*.

### **Assessing their learning**

Children in grade 3 and grade 6 are required to complete an **assessment** (True/False quiz) as part of their instruction each year. The assessments are available on the safe environment website. The assessment for grade 3 tests the students recall of the material learned in the *Good Boundaries Script* presentation. The students may take the quiz up to a week after the presentation. The assessment for students in grade 6 will test their long term recall of information presented in the previous years. It does not correspond to the grade 6 lesson plan. As such, the assessment can be given at any time, even before the grade 6 material is presented.

For each grade please report:

1. Number of students who took the quiz
2. Average score of all students who took the quiz (either in percent or number correct).
3. Range of scores -- lowest score to highest score (either in percent or number correct)

For grade 3, the highest score is 6. Both parts of the false question should be correct for them to earn the point. For grade 6, the highest score is 10. Again, both parts of the false question should be correct for them to earn the point.

### **Recording all teaching**

The principal or DRE will complete **SAFE ENVIRONMENT FORM 3** after the teaching has taken place. The form is available on the safe environment website. It is sent to the Safe Environment Coordinator for the diocese. <http://www.diocesefwsb.org/safe-environment/forms-and-background-checks/>

The school/parish should complete all the educational sessions for grades preschool to 6 by November 30<sup>th</sup> of each year.

The school/parish should complete all the educational sessions for grades 7 & 8 by December 15<sup>th</sup> of each year.

The school/parish should keep all opt out forms and copies of FORM 3 on file.

**SUMMARY OF REQUIREMENTS FOR CHILDREN'S PROGRAM**

<b>GRADE</b>	<b>MATERIAL TO TEACH</b>	<b>ASSESSMENT</b>	<b>RESOURCES</b>
Preschool Kindergarten Grade 1	<b>Good Boundaries Script</b> (preschool – grade 3 version)  --- OR --- <b>The Swimsuit Lesson</b> storybook and lesson plan	Optional	<b>How to Teach Script</b> Handout: <b>Children in Swimsuits</b>
Grade 2	<b>Good Boundaries Script</b> (preschool – grade 3 version)	Optional	<b>How to Teach Script</b> Handouts: <b>Children in Swimsuits</b> or <b>Children's Faces</b>
Grade 3	<b>Good Boundaries Script</b> (preschool – grade 3 version)	REQUIRED	<b>How to Teach Script</b> Handouts: <b>Children's Faces</b>
Grade 4	<b>Good Boundaries Script</b> (grade 4-5 version)	Optional	<b>How to Teach Script</b> Handouts: <b>Children's Faces</b>
Grade 5	<b>Good Boundaries Script</b> (grade 4-5 version)	Optional	<b>How to Teach Script</b> Handouts: <b>Children's Faces</b>
Grade 6	<b>Discovering God's Purpose for Relationships</b>	REQUIRED	<b>Preparing to Teach Young People</b>  <b>Golden Rule Activity</b>
Grade 7	<b>Boundaries for Good Relationships in God's Plan</b> (session 1) <b>Rules for Good Boundaries</b> (session 2)	None	<b>Preparing to Teach Young People</b>
Grade 8	<b>How People Violate Boundaries</b> (session 1) <b>Grooming &amp; Tactics</b> (session 2) <b>Friendships for Life</b> (session 3)	None	<b>Preparing to Teach Young People</b>