

Appendix J-1 – DIOCESE OF ALBANY

Revised Edition

Registered Sex Offender Guidelines

Faith Formation Programs

When a catechetical leader or pastor/PLD becomes aware that a parent, guardian, or individual who is legally responsible for children, is registered as a sex offender (RSO) pursuant to the Sex Offender Registry Act the following policy is to be followed.

The pastor/PLD must consult with the Office of Safe Environment. The RSO may enroll their children in parish faith formation programs. The RSO may attend parish events involving children only if accompanied by an adult family member or member of the parish staff. The RSO may not volunteer or work in any capacity at any parish event or program without prior approval from the Office of Safe Environment. These restrictions are to be communicated to the RSO through a letter signed by the catechetical leader, pastor or parish life director. A copy of the letter must be sent to the Office of Safe Environment. Any failure or refusal to comply with these restrictions may result in the RSO's family being required to remove the child (children) from the program. The RSO's history and restrictions should only be made known to staff on a need-to-know basis. The whole community will not be notified of the situation unless, after discussion with the Office of Safe Environment and or Chancery, it is necessary because of extraordinary circumstances.

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