



Office of Child & Youth Protection

Diocese of San Bernardino

“PROMISE to Protect, PLEDGE to Heal”

March 26, 2020

Good afternoon,

I pray this email finds you, your love ones and staff safe and in good health.

In this time of online communication necessary to continue our mission by reaching out to our students and youth through technology, we must take into consideration that the diocesan Safe Environment Policy for the Protection of Children and Pastoral Code of Conduct still applies. For some, it may be too easy to fall into complacency and think that our online or electronic interaction with minors in our ministries is as easy as communicating with our loved ones, colleagues and friends.

It is important that we always maintain pastoral and professional relationships with minors, no matter the time, event or location. The following guidelines will help us continue to create healthy and safe relationships with our students and youth through electronic, digital and online communication, education and collaboration.

- During live audio/video communication with minors, if it is planned, known and documented that parents will be present throughout the entire conference, the Two-Adult rule **does not** apply. At least one parent must remain on the conference call and may not leave until completed.
- If parents will not be present during live audio/video communication with minors, then, the Two-Adult rule applies. This means two successfully background-checked and safe environment trained adults must be present at all times during the audio/video live conference (Please refer to letter A under section ‘V. Supervision of Minors’ on pg. 5 of the Safe Environment policy).
- The Two-Adult rule **does not** apply to pre-recorded synchronized or non-synchronized audio/video streaming for minors.
- All electronic communication with minors must comply with our diocesan Code of Pastoral Conduct and must be appropriate and transparent. This includes but is not limited to electronic communication with minors through apps, websites, group forums, instant messaging, texting, emails, phone calls, videos or any other platform of electronic communication.

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- All electronic communication with minors must include all parents and at least one other parish/school adult representative who has been successfully background checked and trained, beside the hosting adult.
- All electronic communication with a single minor must include the parent. If for some reason the parent cannot be included (e.g., the parent is not available, has no electronic means or knowledge, or for the safety of the minor, etc.) the Two-Adult rule applies.
- Please follow other policies and guidelines offered by other diocesan offices to keep our children safe.

For questions or concerns regarding these guidelines, please email Elder Samaniego, Director, Office of Child and Youth Protection at esamaniego@sbdiocese.org or Deacon Octavio Echeverria, Associate Director, at oecheverria@sbdiocese.org

For support or any other questions regarding the Office of Child and Youth Protection you can also contact Johanna Valdivia, Administrative secretary by email at jvaldivia@sbdiocese.org or Maria de los Angeles Guerrero at mguerrero@sbdiocese.org.

Our office staff is currently working from home and is only available Tuesdays, Wednesdays and Thursdays from 8:30 a.m. to 4:30 p.m.

Have no anxiety at all, but in everything, by prayer and petition, with thanksgiving, make your requests known to God. Then the peace of God that surpasses all understanding will guard your hearts and minds in Christ Jesus.

Philippians 4: 6-7

Respectfully in Christ,

Elder Samaniego
 Director,
 Office of Child & Youth Protection
 Diocese of San Bernardino

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