

The Partnered Catholic Parishes of

Sacred Heart Diamond Creek, St. Mary's Greensborough & St. Thomas the Apostle Greensborough North



9 Dewcember 2021

Dear Group, Team and Committee Leaders,

Late last year I wrote to parishioners in relation to the work being done by the Establishment Committee for the Safeguarding of Children and Young People of our Partnered Parishes. This work focused on developing policies and practices in order for us to be compliant with both Government and Archdiocese of Melbourne requirements around protecting children and young people.

Policy documents and resource materials are available on our Parish websites including:

- Parish Statement of Commitment
- Safeguarding Children and Young People Policy
- Code of Conduct Policy and Declaration
- Responding to and Reporting Policy
- Safeguarding Committee Policy
- Risk Management Policy and Procedure
- Working with Children Check and Police Check Policy.

My letter last year asked that all employed or volunteering in the Partnered Parishes accept their individual responsibility to understand the important and specific details around their individual role and to collectively ensure that the wellbeing and safety of children and young people is at the forefront of all that we do.

Recently a Safeguarding Committee across the three Partnered Parishes was formed to commence the work of safeguarding. In implementing Child Safe practices and protocols, it is imperative that Risk Management is undertaken prior to any Parish event or activity. A Risk Management Policy and Procedure which sets out the process has been developed and is also available on our Parish websites. Responsibility for ensuring that Risk Management is undertaken to ascertain and treat any potential risks rests with the Parish Group primarily responsible for organizing the event or running the activity.

Events and activities that require Child Safety risk management include, but are not restricted to:

- Parish Fete
- Working Bees
- The Ministry of Altar Servers
- Children's Liturgy of the Word
- Visitation of Families
- Parish Catechetics
- Youth Group activities
- RCIA activities
- Social Justice Group events
- Communion to the Sick and Elderly visitations

I ask that you as leader of your group and one other representative comes along to a meeting with the Partnered Parishes' Safeguarding Committee on Tuesday 22 February 2022 at 7.00pm to explore the requirements relevant to your group, to have an opportunity to ask questions and to familiarize yourself with safeguarding across our Partnered Parishes.

A reminder letter will be sent to you in early February when you will be advised of the venue of the meeting and you will also be asked to notify the Parish Office of your group's attendees. Along with this letter, please find the document, "Safeguarding Children and Young People – An Overview" and the "Code of Conduct."

I, together with Fr. Tao, Fr. Dixon, Sr. Margaret Sapsford and Jacinta Bright are happy to clarify any matters in relation to this forthcoming meeting. Many thanks for your continued important contribution to the life of our Parishes.

A handwritten signature in black ink that reads "Steven Rigo". The signature is written in a cursive style with a large, looping initial 'S'.

Yours in Christ,
Fr. Steven Rigo (Parish Priest)