

Attention volunteers!

2017-2018 Child
Protection
Requirements

Background checks, *Called to Protect, Armatus*.... I'm so confused! What do I need to do?



All Cathedral School volunteers must first complete a background check and sexual abuse awareness training as mandated by the Archdiocese of Portland.

Before you volunteer with students (even once) you must:

- Complete a background check
- Attend the training: *Called to Protect for Parents* and *Called to Protect for Ministers*
- Sign the Standards of Conduct for Ministry with Children and Youth

If you are a returning volunteer you must:

- Take the designated

online *Armatus* (*Called to Protect*) yearly update course: (see 2nd page for instructions)

- *Standards of Conduct for Ministry with Children and Youth* may need to be signed if not signed since 2015-2016 school year
- Renew Your background check every three years

If you are driving on a field trip you must also:

- Complete the Archdiocese of Portland Driver Information Sheet (a new form must be completed each year)

Called to Protect training sessions are scheduled in

August and September each year, and occasionally at other times during the school year. Dates will be listed in the weekly newsletter and posted on the school website.

A schedule of training sessions at other locations throughout the Archdiocese of Portland is available at www.archdpdx.org/child-protection-victim-assistance.

To request a background check, for specific instructions on background checks, etc., or to find out if your training and background check are current contact Mrs. Susan Hatley at 503.275.9370 or shatley@cathedral-or.org.

How do I find my *Armatus* Userid and password?

Your user name is the first initial of your first name and your full last name.

For example: Teri Smith-Johnson's userid would be tsmith-johnson.

Your password is the four numerical digits of your birthday, followed by your State abbreviation. For example, if Teri lives in Oregon and her birthday is March 26th, her password would be 0326or.

How do I sign on to *Armatus*?
Go to
www.archdpdx.org/child-protection-victim-assistance
Scroll down to *Armatus*
Online Training and click on the link.



ARCHDIOCESE OF PORTLAND
IN OREGON

Child Protection Online Training for 2017-2018 *Safe Haven*

This year our update **training for clergy, employees and volunteers** is *Safe Haven*, provided by Covenant Eyes and Catholic Mutual Group. This training, in English and Spanish, will provide information about the dangers of pornography, cyberbullying and sexting for our children and youth. All of us have children and youth in our lives. We might be parents, grandparents, aunts or uncles. Young people are part of our parishes and are students at our schools. All of us are exposed to pornographic images on our electronic devices. These images are harmful to our brain function, our relationships and our all around wellbeing as persons. These sites are especially harmful to our children and youth. Even young children are being exposed to this material on their electronic devices and are becoming addicted to the images. We know that some of the warning signs before abuse takes place, are minors being exposed to pornography and sexting. This

training provides a short presentation on the dangers of these inappropriate uses of social media sites.



Covenant Eyes is an Internet Accountability and Filtering system, which you will have an opportunity to try out if you choose. ***There is no obligation to purchase this service.***

You will be asked to create an account under your parish name. (Follow the directions provided below.) This will be one way we will be able to track your completion of the training. The training for child protection will include viewing the 18-minute video, completing the quiz and retaining a copy of your certificate to give to your parish or school.

*Training to
be
completed
by
December
1, 2017*

*If you have
questions about
completing this
course, please
contact your
parish or school
Armatus
Administrator.*

DIRECTIONS

1. Go to <http://cmgparent.org/>
2. Click "Start Learning"
3. Register by creating a personal account, select Archdiocese of Portland, then select the parish (school employees/volunteers select corresponding parish) keep track of your account info—you will be able to log back in
4. View the *Safe Haven* video (approx. 18 minutes) available in English & Spanish
5. Complete the quiz (approx. 2 minutes)
6. Print out and submit the certificate to your parish or school.