

Blessed Sacrament Catholic School
7 St. Teresa Drive
Charleston, SC 29407

VOLUNTEER REQUEST FOR BACKGROUND SCREENING

Legal Name : _____

Address: _____

City/State/Zip: _____

Email: _____

Mobile Phone: _____

Volunteer Duties or Position: _____

Please note: A criminal background check and a sex offender registry check is mandatory and will be performed on every individual submitting this form.

A driver's history report or a credit check will be processed only if driving or handling money is a part of your duties.

Once submitted, you will receive an email from the Office of Child and Youth Protective Services containing a link to Fastrax or an email from no-reply@selection.com with a link. The link is time sensitive and will expire in 14 days. This is the necessary process to confidentially complete the background check.

Volunteer's Signature: _____ Date: _____

Submitted (for office use only): _____



Diocese of Charleston Social Media Policy

PREAMBLE

The Roman Catholic Diocese of Charleston places the highest value on the integrity of Church Personnel in our parishes, agencies, schools and organizations. All Church Personnel must uphold Christian values and work diligently to serve and enhance the mission of the Church. This Policy provides a set of standards for conduct in certain situations regarding an individual's public voice on social media.

DEFINITIONS

Church Personnel: For the purposes of these guidelines, the following are included in the definition of "Church Personnel": bishops, priests, deacons, religious, lay employees, and lay volunteers involved in ministry for the Diocese, its parishes and schools.

Social Media: any form of electronic communication, including but not limited to websites or "apps" that are designed to turn communication into interactive dialogue, such as blogs/wikis, mobile phone, computer or tablet "apps", message boards/forums, Facebook, Vine, TikTok, Twitter, YouTube, Vimeo, LinkedIn, Instagram, Tumbler, Snapchat, GroupMe, etc.

POLICY

In furtherance of the Church's mission, all Church Personnel (defined above), regardless of whether they are members of the Catholic Church, are by virtue of such employment actively engaged in pastoral ministry and the formation of God's people by personal witness. Therefore, Church Personnel must acknowledge and agree that they will, at all times, publicly speak and act in accordance with the mission and teachings of the Roman Catholic Church, as set forth in Sacred Scripture and the Catechism of the Catholic Church. This includes posts on one's personal Social Media pages.

This policy sets forth the Diocese of Charleston's expectations for Church Personnel regarding social media conduct.

Accordingly:

- Church Personnel will not post obscene, harassing, generally offensive, derogatory, defamatory, or otherwise scandalous, comments, links, or images, that discredit the Diocese of Charleston or its affiliates, employees, parishes, volunteers, schools, or others.



- Church Personnel will not publicly engage in behavior or promote messages that contradict Catholic teachings or (e.g., promote racism, abortion, same-sex relationships, hatred, etc.).
- Church Personnel will not share or post anything on any type of social media that contradicts doctrine, traditions, social teaching or sacred Scripture of the Roman Catholic, as set forth by the official Catechism of the Catholic Church and the Code of Canon Law.

The Secretariat of Communications and Public Affairs is the sole voice of the Diocese of Charleston. No one has the right to speak for the diocese without the written consent of the Secretary, the Vicar General with authority over the Secretariat or Bishop of Charleston.

ENFORCEMENT

Church personnel are expected to abide by this policy. Failure to comply with any of the provisions of the Social Media Policy will be grounds for discipline, up to and including termination. Reports of alleged infractions or questions regarding content may be made to the Secretariat of Communications and Public Affairs or the Office of Human Resources at the Pastoral Center, 901 Orange Grove Road, Charleston, SC 29407.

The Roman Catholic Diocese of Charleston reserves the right to make changes at any time upon posting a new version to its website. This Social Media Policy supplements and is in addition to the applicable provisions of the 2022 diocesan Policy Concerning the Protection of Minors and Vulnerable Adults from Sexual Abuse by Church Personnel and the accompanying Code of Conduct for Church Personnel and Ministerial Standards and Guidelines for Dealing with Minors and Vulnerable Adults.

ACKNOWLEDGMENT of *Social Media Policy for the Roman Catholic Diocese of Charleston*

I have read and understand this Social Media Policy.

- I affirm and understand my responsibilities to publicly uphold the standards within this policy.
- As a cleric, religious, employee or volunteer within the Roman Catholic Diocese of Charleston, I agree to publicly respect the teachings of the Catholic Church.
- I will not publicly share content or engage in conduct that openly opposes the Catholic faith.
- I will carry out the duties expected of me in my role with the highest integrity.

SIGNATURE: _____

PRINT NAME: _____

DATE: _____

APPENDIX II

DIOCESE OF CHARLESTON ACKNOWLEDGEMENT OF RECEIPT AND AGREEMENT TO COMPLY

By signing below, I acknowledge that I have received or accessed online and have carefully read, understand and agree to abide by The Diocese of Charleston Policy Concerning the Protection of Minors and Vulnerable Adults from Sexual Abuse by Church Personnel (2022) and Code of Conduct For Church Personnel and Ministerial Standards and Guidelines For Dealing With Minors and Vulnerable Adults to protect you and those to whom you minister.

I understand that the Diocese will rely on this signed Acknowledgement of Receipt and Agreement to Comply to ensure my acceptance of and agreement to comply with all Diocesan safe environment policies, standards and guidelines. I further acknowledge that nothing in the foregoing documents or this Acknowledgement shall be deemed to constitute a contract of employment.

Printed Name

_____/_____/_____
Date of Birth

Signature

Date