

A sex offender is defined as an adult who has been convicted of a crime or crimes of a sexual nature against a minor or an adult. These are general guidelines and may be revised on a case-by-case basis to be more or less restrictive. The principal or pastor must consult with the Office for Safe Environment and/or the Catholic School Office, the local police and/or the sex offender's parole officer.

Sex Offenders who are Parents/Guardians of Catholic School Students

A sex offender who is a parent with residential and/or decision-making rights or who is the legal guardian of a student must meet with the principal to review the restrictions that might be imposed on the sex offender (once-a-year meetings are recommended). The principal is strongly encouraged to include a second person ("principal's delegate") in any and all meetings with a sex offender. All restrictions imposed on the sex offender must also be conveyed to the sex offender in writing.

- The sex offender is not eligible to be a school employee or volunteer
- A sex offender who has been convicted of an offense against a minor is not allowed on school premises at any time when minors are present
- A sex offender who has been convicted of an offense against a minor may not attend any school event at which minors are present, regardless of where the event is held.
- Exceptions may be made for special events where minors may be present on a case-by-case basis. In the rare instance when an exception is made, the principal or pastor will provide the sex offender with written authorization to attend the event, including any applicable restrictions or requirements.
- The sex offender may have the right to review his/her child's educational record. If so, the sex offender must contact the principal for an appointment
- The sex offender may have the right to communicate with his/her child's teacher about the student and may do so by contacting the teacher only at the school by phone, mail, or email
- The sex offender may meet with the teacher (and principal or principal's delegate) regarding the student after school hours when no minors are present
- Principals and or the pastor may inform school staff and parents of an offender's status as necessary. The offenders name should be disclosed to the parents who have children in the same class as the offenders' children

In an effort to communicate these policies and guidelines for sex offenders and to encourage sex offenders to self-report to the principal or pastor, each Catholic school will add to the enrollment form the following: *If you, your spouse or any adult or youth living in your home is listed or has ever been listed on the National Sex Offender Public Registry, you and/or the sex offender are required to contact the principal or pastor prior to the sex offender being on school or parish property and participating in any school events.*

Catholic School Students who are Sex Offenders

Parents/Guardians must inform the school if their student is a sex offender.

When the principal learns that there is a sex offender, the student will be removed from the classroom until the following steps are taken:

1. Meet with the student and his or her parents/guardians to obtain information about the offense, any legal restrictions, and all relevant documentation.
2. Contact the Catholic School Office and the Safe Environment Office for guidance regarding continued enrollment or applicable restrictions on the student sex offender while maintaining confidentiality.
3. Develop a written plan in collaboration with the Catholic School Office and the Safe Environment Office.
4. Meet with the student and his or her parents/guardians to review the written plan including applicable restrictions while the student is on school property or is participating in school-sponsored events, including consequences for violating the restrictions.
5. Obtain the signatures of all parties, including the student sex offender.