



# Catholic Diocese of Phoenix

## Keeping the Promise Alive

### Implementation Guideline

#### **Program Description:**

The *Keeping the Promise Alive*™ Program is a refresher training that provides ongoing awareness for the prevention of child sexual abuse. The material covered in *Keeping the Promise Alive* is designed to identify and reinforce the lessons of the original *Protecting God's Children*® for Adults Program. For example, some of the more challenging aspects of the sessions are clarified to strengthen the participants' ability to recognize risky behavior in their environments and take action to intervene in potentially threatening situations. This program answers the questions, "What have been some results of the *Protecting God's Children* Program, and what else can we all do to keep youth safe?" In addition, it reinforces these key issues:

- Warning signs of risky behaviors
- The need to communicate concerns about the behavior of another adult
- Identifying a healthy suspicion
- Appropriate responses by caring adults, and
- Program success stories

#### **Implementation Guideline Overview:**

Length of Class	ADDITIONAL REQUIREMENTS
30 Minutes	1 approved Facilitator (Safe Environment Certified Facilitator)

#### **Sample Itinerary: *Keeping the Promise Alive*™**

- 9:00 – 9:05 am      Introductions of Facilitators / Prayer
- **Ask** "Has everyone completed the foundation course, *Called to Protect or Protecting God's Children for Adults?*" If they haven't completed the foundation course they should be directed to that class rather than complete the renewal training. **Please always ask this question/announce as a pre-requisite prior to beginning the class.**
  - **Ask** "Has everyone completed and turned in the volunteer application from the foundation course?" Remind those who completed the class but never turned in the application that the application is necessary.
- 9:05 – 9:15 am      Show the *Keeping the Promise Alive*™ video
- 9:15 – 9:30 am      Facilitated review by trainers: use participant guide to discuss/review video content and review appropriate/inappropriate interactions and behaviors chart
- Questions / Evaluations



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#### **When planning training sessions, please consider the following:**

- Which part of the session will each facilitator lead?
- What type of prayer will you start with?
- Do you have additional volunteers to assist at registration table?
- Do you have enough forms and pens for the expected number of attendees?
- Is the room large enough to comfortably host the expected number of attendees?
- Do you have the right equipment for your videos – DVD player, projector, etc.?
- Is the TV/screen large enough to be viewed by everyone in the room? Do you need an LCD projector? Do you need a microphone?
- Are signs needed to direct attendees to the room?
- Will you be providing refreshments?
- Should childcare be provided?
- Do you have someone assigned to perform data entry **within 2 weeks** of completing the session?

#### **Paperwork for Session**

<b>COPIED FOR EACH PARTICIPANT IN SESSION:</b>	
<i>Keeping the Promise Alive™</i> Participant Guide	Guide which reviews main points of educational video
Session Evaluation	To be reviewed by parish/school coordinator
Sign-In Sheet / Roster Attendance Form	Attendance at session can be tracked in one of two ways:  1) <i>Sign-In Sheet</i> – When class is posted on-line an individual can register on-line. In this scenario, they need to sign in on Sign-In Sheet and verify all information is accurate on Roster  2) <i>Attendance Form</i> – If person did not register for class on-line they need to fill out and submit Attendance Form – requires more data entry – <b>encourage on-line registration.</b>
<b>MUST BE AVAILABLE FOR TRAINERS</b>	
<b><i>Policy and Procedures for the Protection of Minors</i></b>	Available at <a href="http://safeenvironmenttraining.org">safeenvironmenttraining.org</a>
<b>AVAILABLE FOR TRAINERS (MAY BE NEEDED)</b>	
Minor Abuse Reporting Form	Available at <a href="http://safeenvironmenttraining.org">safeenvironmenttraining.org</a>
Behavioral Health Referral List	Available at <a href="http://safeenvironmenttraining.org">safeenvironmenttraining.org</a>
Contact Cards	Available at <a href="http://safeenvironmenttraining.org">safeenvironmenttraining.org</a>
A parents guide to talking to young children about sexual abuse	Available at <a href="http://safeenvironmenttraining.org">safeenvironmenttraining.org</a>
<b>OTHER FORMS</b>	
Posters / Signs	For door to identify location of training