

**DIOCESE OF NEW ULM**

**POLICY BULLETIN**

November 9, 2015

Administration  
Diocesan 13.5

**Youth/Minor Overnight Events, Activities and Ministries**

To the Priests, Religious, and People of the Diocese of New Ulm:

All clerics, diocesan/parish/school employees and volunteers are prohibited from taking overnight trips alone with a minor who is not a member of their immediate family. No one may permit minors, other than their immediate family, to stay at their house, other personal residence or vehicle, tent, camper, or hotel without the minor's parent/guardian's prior written permission, and only if another non-family adult is present. This policy pertains to diocesan/AFC/parish/Catholic school sponsored events. Parents/guardians will be provided with the adult's name, address, and telephone number. Clerics cannot provide overnight accommodations to minors in a rectory, other personal residence or vehicle, tent, camper, hotel, other lodging facility or makeshift housing of any type and sort. The Bishop's Delegate in Matters Pertaining to Sexual Misconduct will determine the suitability of a situation if a doubt arises.

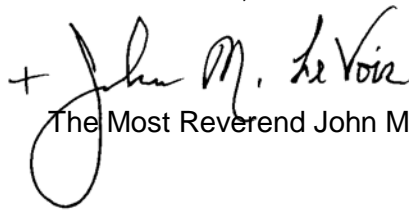
All overnight chaperones must complete a comprehensive background check and be in full compliance with diocesan Safe Environment volunteer requirements immediately preceding the event.

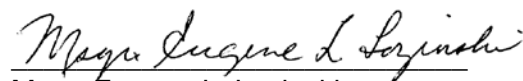
Sleeping arrangements will never include members of the opposite sex in the same room, except as in a gym or parish hall, as stated below.

Appropriate boundaries and privacy in accord with diocesan policies, procedures, and codes of conduct will be maintained at all times, but particularly when personal needs are attended to, such as bathing or changing clothes, for both the minor and the adult. Two chaperones should be present when monitoring bathing facilities and clothes changing. Separate facilities must be available for minors and adults or the facility may not be used by both groups at the same time. Any disciplinary actions are to be carried out after the minor is properly dressed and outside the changing and bathing areas.

If attending a diocesan/parish/school event which requires a hotel stay, the adults present can never sleep in a room alone with a single child who is not a member of their immediate family. If supervision is necessary for a number of minors, such as in a gym or parish hall, the minor needs parental permission to sleep in the same room, and more than one adult is to stay in the room with the minors.

Yours in Christ,

  
The Most Reverend John M. LeVoi

  
Msgr. Eugene L. Lozinski  
Chancellor

This Policy Bulletin is to be inserted in the Handbook of Diocesan Policies under Administration, Diocesan 13.5, replacing the bulletin of October 4, 2007.