

THE ROMAN CATHOLIC

ARCHDIOCESE OF ATLANTA



Memo

Date: July 1, 2024

To: Pastors, priests, parish administrators, business managers, parish secretaries, principals, school business managers, school secretaries, Safe Environment coordinators

From: Jenni Weldin, director of Safe Environment, Office of Child and Youth Protection

Re: Safe Environment Coordinator training/refresher sessions
July 2024 – June 2025

Each Archdiocese of Atlanta location (parish, school and agency) must have at least one employee designated as the Safe Environment Coordinator. The Safe Environment Coordinator is the person responsible for ensuring that all employees regardless of role and all volunteers that work/have contact with children and vulnerable individuals are Safe Environment compliant.

Safe Environment Coordinator Training/Refresher sessions for 2024-2025 have been scheduled for the second Wednesday of each month from 11 a.m. to 12:30 p.m. All Safe Environment coordinators should attend at least one training per year regardless of how long they have been in the role.

Trainings are to ensure that all Safe Environment coordinators are up-to-date on all Safe Environment information. They also provide an opportunity for new Safe Environment coordinators to be initially trained and for current ones to get a refresher and/or ask questions.

Please have any new Safe Environment Coordinator at your location use the link below to sign up for the date immediately following their appointment as Safe Environment Coordinator.

Any current Safe Environment Coordinator may use the same link sign up to attend any session.

Registration link for Safe Environment Coordinator Training/Refresher:
<https://app.smartsheet.com/b/form/5030fe9e601e418591d606075aa55827>

The Teams link will be sent the day prior or the morning of the session to those who have registered.

Please bookmark this memo for your records.