

Guidelines for Hosting a Protecting Youth Workshop

The Diocese of Toledo is willing to conduct a live Protecting Youth Workshop for a parish or school that wishes to host a local workshop to accommodate staff.

The following are guidelines for hosting a Protecting Youth Workshop:

1. Only a Diocesan approved workshop facilitator may conduct an on-site workshop.
2. The parish/school is responsible for paying a \$250.00 fee. A check is to be made payable to the Diocese of Toledo. If your parish or school requires an invoice prior to issuing a check, please contact Mr. Nick Morgan at the Catholic Center.
3. There is no minimum or maximum number of participants necessary to hold a locally hosted Protecting Youth Workshop.
4. A request to keep a local workshop exclusive to the parish or school community will be honored, however if there is a willingness to open the hosted workshop to others within the Diocese it will be placed on the Diocese of Toledo (www.toledodiocese.org) website with a request for prior registration with the host site.
5. If for any reason the workshop must be cancelled, the host site is responsible for notifying registrants of the cancellation.
6. The host site is responsible for designating a local person as “Host Representative” to represent the parish or school, to handle any logistical matters for the duration of the workshop.
7. **Due to sensitive content NO children** are permitted in the workshop at any time.
8. If a participant does bring a child or children, the host representative is responsible (not the workshop presenter) for informing the parent that children are not permitted in the workshop.
9. All workshops will start on time. **No One** will be permitted to enter the workshop once it has started. It is the host site representative (not the workshop presenter) who is responsible for dismissing late arrivals.
10. **NO** BCI/FBI fingerprinting will be conducted during the workshop.