

**Diocese of Fort Wayne-South Bend  
SAFE ENVIRONMENT PROGRAM  
Training Report for Children & Youth**

**FORM 3**  
Growing with God  
Program

**Purpose: To document the teaching of annual safe environment training to all students in parish religious education programs.**

**Directions:**

1. In the table, list all the sessions in which the training is presented to the children. Add rows if needed.
2. For each session, provide the date of the session, grade level of students, number of students present, number of students absent, number of students whose parents opted them out, the presenter's name. If parents train their children at home after being absent from the parish session, enter them in the row for at home learning. Do not include them in the absent number for the in-person training at the parish. This would double count the students.
3. Do not include other safety curriculum on this page.
4. Total the numbers in each column.
5. Page 3, Line a – Enter the total the number of students who received the safe environment sessions either in person at parish or if absent, at home by parents.
6. Line b – Enter the total the number of students who were absent and could not make up the session. (Note: for these students, send a copy of the material to the parents with a request that they review it with their child). If the parents return the form that they reviewed the material at home, then include these students in in the row for at home training.
7. Line c – Enter the number whose parents did not want them to attend (opt outs), if there were any. (Note: for these students, offer/send a copy of the material to the parents with a request that they review it with their child). Each parent must sign a **PARENT REFUSAL FORM**. Please keep all these forms on file.
8. Line d – Enter the number of students who left the program, enrolled after training or any other number necessary to make your total add correctly on the next line.
9. Line e -- Enter the total number of children enrolled in your program. Please make sure this number equals the sum of the four numbers above it!
10. Please complete the information at the bottom of the page and review it with the pastor of the parish.
11. Return to:

Cathie Cicchiello  
Safe Environment Program  
PO Box 390  
Fort Wayne, IN 46801

FAX: 260-483-1881



**Training Report for children enrolled in parish religious education – Curriculum: Loyola Press Growing with God program**

Parish name \_\_\_\_\_ City \_\_\_\_\_

Year – July 1, 2021 - June 30, 2022

Date(s) of session	Grade	Number trained	Number absent	Number opt-out	Presenter of material to students	Material presented (check boxes)			
						The Swimsuit Lesson (Holsten – 2005)	Lesson 2: Boundaries (required)	Lesson 4: Safety Awareness (required)	Lesson 5: Digital Discipleship (required)
	<b>Preschool-in person*</b>						NA	NA	NA
	Preschool-at home		NA	NA			NA	NA	NA
	<b>K-in person</b>					NA			NA
	K-at home		NA	NA		NA			NA
	<b>1-in person</b>					NA			NA
	1-at home		NA	NA		NA			NA
	<b>2-in person</b>					NA			NA
	2-at home		NA	NA		NA			NA
	<b>3-in person</b>					NA			NA
	3-at home		NA	NA		NA			NA
	<b>4-in person</b>					NA			NA
	4-at home		NA	NA		NA			NA
	<b>5-in person</b>					NA			NA
	5-at home		NA	NA		NA			NA
	<b>6-in person</b>					NA			NA
	6-at home		NA	NA		NA			NA
	<b>7-in person</b>					NA			NA
	7-at home		NA	NA		NA			NA
	<b>8-in person</b>					NA			NA
	8-at home		NA	NA		NA			NA
	<b>TOTAL</b>								

- a) Total number of students who attended safe environment training sessions (in person and at home) \_\_\_\_\_
- b) Total number absent (from in person training and not trained at home) \_\_\_\_\_
- c) Total number of opt outs \_\_\_\_\_
- d) Other (please explain: \_\_\_\_\_) \_\_\_\_\_
- e) Total number of students enrolled (this should be the total of a – d) \_\_\_\_\_

**PARENT REFUSAL FORMS** are on file for every student opted out.      Yes   No   NA (circle one)

Form completed by: \_\_\_\_\_ telephone: \_\_\_\_\_  
 Position: \_\_\_\_\_ e mail: \_\_\_\_\_  
 Date: \_\_\_\_\_

DRE signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing below, I acknowledge the numbers above are accurate for my parish. I also affirm that our parish has received the diocesan safe environment program and has implemented it as documented above.

Pastor signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: The pastor must sign this form before it is returned.*