

## **How to Report an Allegation of Sexual or Physical Abuse**

If you have reasonable suspicion of abuse, neglect, or maltreatment of a child, youth, or other person **report it immediately**:

- If you suspect sexual or physical abuse has occurred, regardless of where it might have occurred or by whom, contact the Child Protective or Welfare Services where the abuse took place. They will be able to receive your information and make an appropriate response.

**If you are in doubt as to who to contact or whether a crime has been committed, call your local police department. In case of an emergency, CALL 911.**

- If the alleged abuse involved Ordinariate personnel (priests, deacons, teachers, employees, or volunteers), after contacting the local authorities, contact:

**Lynn Schmidt**  
**Safe Environment Coordinator**  
**The Personal Ordinariate of the Chair of St. Peter**  
**[SafeEnvironment@ordinariate.net](mailto:SafeEnvironment@ordinariate.net)**  
**907-317-6257**

The Safe Environment Coordinator is the point of contact within the Ordinariate for the receipt of all reports, allegations, and concerns related to the abuse of minors, young people, or adults at risk. Report to him even if a report has already been made to a pastor, priest, director of an Ordinariate or parish activity, or to civil authorities.

In making a report of child abuse be prepared to provide: (1) the name and address of the minor and his/her parents or the person or persons having custody of the minor, if known; (2) the minor's age and the nature and extent of his/her injuries or physical neglect, including any evidence of previous injuries or physical neglect; (3) any other information that you believe might be helpful in establishing the cause of the injury or physical neglect; (4) whether a report has been made to the authorities (Child Protective or Welfare Services, Police Department, Ordinariate authorities); and (5) whether your report involves a legally vulnerable adult (an adult who has a legal guardian).

It is the policy of the Ordinariate to respond promptly and with compassion to all reports of misconduct. Be aware that if you report child abuse to us and have not been in contact with authorities, the Ordinariate will report the matter to local law enforcement or child protection authorities.

In addition, the following principles guide our response to allegations:

- The healing of victims, their families and their community from the effects of child abuse begins when the allegations of such abuse are received. When victims decide to disclose the abuse, it is important that the response they receive is compassionate and non-judgmental.
- The response to any report of abuse, neglect, or maltreatment of a minor will be governed by the Gospel values of dignity, compassion, understanding, and justice. Anyone receiving an allegation of abuse should respond in a pastoral and supportive manner.
- While the person receiving an allegation should take care to factually and carefully document what is reported, leave investigative action to those who serve in that role.
- An allegation of child abuse should be received without judgment as to the truth of the complaint. No suggestion of blame should be made by the recipient of information.
- Persons making allegations of child abuse will be supported positively in their decision to disclose.
- It is our policy always to respond with openness to the community in these situations guided by respect for privacy of all involved and the needs of civil authorities to conduct a confidential inquiry.

The Ordinariate will offer pastoral, psychological and spiritual support to the alleged victim, the accused, and the communities impacted by a report, keeping in mind that both confidentiality and legal concerns may limit the amount of information that can be made available to any party.



*The* PERSONAL ORDINARIATE  
*of the* CHAIR OF SAINT PETER