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First of all, thank you for participating in the **kNOw** Program training. The program is ready for you! I am grateful for your time and expertise in the delivery of this program to the children and parents in our Diocese. This is very important work

Monica said it best, regarding protecting our children,. ***"If we get this wrong it doesn't matter what else we do right. We destroy our credibility for proclaiming the Gospel."***

The program is divided into three groups.

- Kindergarten – 2<sup>nd</sup> Grade (45 minutes in length)
- 3<sup>rd</sup> Grade – 5<sup>th</sup> Grade (45 - 50 minutes in length)
- 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade Male (55-70 minutes in length) – please note the guide may state **Grade 6-9.**
- 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade Female (55-70 minutes in length) – please note the guide may state **Grade 6-9.**

Included on the next pages, you will find some helpful Q&A conversations on how to make this program a success in your parish and or school. These are taken from each of the sessions

Respectfully,

Reba Sommer



## **kNOw Program training conversations**

### **For parent/guardian who have more than one child?**

- If another trusted adult is unable to attend the program with the second child then please have a conversation with the parent/guardian to review the materials at home with the second child and ask for an email confirmation that the second child has been trained at home.

### **Do we need an Opt-Out form from the parent and if so when?**

- Yes. Each Diocese is required by the Charter for the Protection of Children and Young People to collect opt-out forms from each parish and school. Here is when the opt-out form applies.
- The parent/guardian must indicate their wishes to opt-out their child. An opt-out form must be completed, including a signature. If a child is absent the day of the **kNOw** program he or she is NOT counted as an opt-out unless the parent gives you a signed Opt-Out form. There may have been some confusion regarding what is considered opt out. It is not for us to determine that the absences means “opt-out”.

### **If a child is absent does that mean I count them as not trained?**

- If you can show that the child has had previous training (Safe Sheep) at least once, then you are able to count the child as being trained. Although the training is not current, they are still counted as receiving training. A good opportunity to remind the parent/guardian that it has been X amount of years since their child has been given an opportunity to sit through a Safe Environment Program.

### **Can a preview be sent to parents so they can decide if they want to “opt out”?**

- Yes. You may send the **kNOw** link and parent guide attachment to the parent/guardian email inbox. Please take time to have a conversation with the parent/guardian and begin a dialogue. You may find this is the one chance to help them understand the importance teaching this life skill to their child.

### **How often do we provide the **kNOw** program to child and parent:**

- The **kNOw** program sessions are broken down by grade level blocks  
Grade Block Kindergarten - 2<sup>nd</sup> grade  
Grade Block 3<sup>rd</sup> -5<sup>th</sup> grade  
Grade Block 6<sup>th</sup> -8<sup>th</sup> grade Male  
Grade Block 6<sup>th</sup> -8<sup>th</sup> grade Female



A child should be offered the training during at least one of the grade appropriate blocks

Examples:

If a child is in Kindergarten, he/she should participate in the **kNOw** Program at least one time while in Kindergarten or 1<sup>st</sup> grade or 2<sup>nd</sup> grade.

If a child is in 3<sup>rd</sup> grade, he/she should participate in the **kNOw** Program at least one time while in 3<sup>rd</sup> grade or 4<sup>th</sup> grade or 5<sup>th</sup> grade.

If a child is in 6<sup>th</sup> grade, he/she should participate in the **kNOw** Program at least one time while in 6<sup>th</sup> grade or 7<sup>th</sup> grade or 8<sup>th</sup> grade.

**If we have a school can we combine with Religious Education for the program sessions?**

- Absolutely! At almost every session, this was suggested by Principal, DRE and Faith Formation. Monica suggested that you get creative and talk to your peers to get ideas.

**Is it possible to a combined grade level training session? For instance, can you include Kindergarten, first and second graders and their parents at the same time or does each grade level have to have a separate training session?**

- Yes, you can certainly combine all those grades K-2<sup>nd</sup> into one session. You want to do as few sessions as possible and present to everyone in that grade block.

**Can I put 3<sup>rd</sup> grade kids in the K-2 session group because of logistics?**

- Sure. Do whatever makes sense.