



CATHOLIC DIOCESE OF BUNBURY

MANAGING A PERSON OF CONCERN IN A PARISH PROCEDURE

Step	Process	Entity	Reference	Checkbox
A. IDENTIFYING A PERSON OF CONCERN (PCON)				
If <u>any</u> of the following questions are satisfied, move to Part B as the respective individual will be considered a PCON.				
1.	Has the individual been charged, convicted, or reasonably suspected of, a criminal offence against a Child or adult?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
2.	Has the individual admitted or disclosed to committing a criminal offence against a Child or adult (whether or not that person has been charged, convicted, or reasonably suspected of that offence)?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
3.	Is the individual prohibited from contact with Children or certain adults?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
4.	Has the individual disclosed that he or she is prohibited from having contact with Children?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
5.	Has or is the defendant in a Violence Restraining Order (VRO) proceeding or prohibited from conduct that raises concerns for the safety of Children or adults?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
6.	Does the person pose a current risk to Children or adults?	Relevant Individuals	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
B. REPORT INFORMATION TO THE PARISH PRIEST				
(1) Once notified of a PCON, the Parish Priest is responsible for conducting the following information gathering steps. Once completed, move to Part B (1) . If the PCON disputes their classification as a PCON, move to Part B (2) .				
7.	Request that the PCON provides details of the relevant offence(s), charge(s), and / or order(s).	- Parish Priest - PCON	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐

8.	Ensure the PCON is aware of the need for full cooperation and consents to the Diocese contacting the Police, Parole Office, or other Agency for relevant information.	- Parish Priest - PCON	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
9.	Inform the PCON that they cannot access communal gatherings to worship or access the Sacraments until an Assessment has been made.	- Parish Priest - PCON	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
10.	Inform the PCON that following the Assessment, if suitable, there will be a meeting with Safeguarding Coordinator, Parish Priest and that the PCON must participate in an Individual Safety Agreement (ISA). The ISA is an agreement between the PCON, the Parish Priest and, if applicable, other people involved in holding the PCON accountable. The ISA must always identify a person responsible for supervising the PCON while present at the Parish.	- Parish Priest - Safeguarding Coordinator	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
11.	Ensure that: (a) the ISA be signed; and (b) the PCON informs the Diocese of any current court proceedings, and changes to their circumstances (including a court judgment, conviction, or order, or any new charge or related incident).	- Parish Priest - PCON	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
12.	Ensure that the ISA is reviewed every 12 months or following a material change in relevant circumstances.	Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
(2) If the PCON disputes their classification as a PCON or does not agree to comply with the requirements set out above the Parish Priest must undertake the following steps.				
13.	Consider any evidence provided to it to assess the PCON's risk	Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐

14.	If the risk cannot be effectively managed, do not permit the PCON to access ministry, service, or communal gatherings in the Diocese.	Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
C. COMPLETE RISK ASSESSMENT				
Safeguarding Coordinator to complete the Risk Assessment located at Appendix A of this Procedure, with input from the Parish Priest. If a Risk Assessment discloses an unacceptable risk that is incapable of being resolved by an ISA, move to Part D. If a Risk Assessment discloses in an acceptable risk that is capable of being resolved by an ISA, move to Part E. The following factors are to be considered in the Risk Assessment:				
15.	The nature of the offence(s), charge(s), and / or order(s).	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
16.	The restrictions listed in prohibition orders or conditions of parole.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
17.	Whether there are places the PCON cannot attend, including schools, early childcare centres, or zones within the parish precinct where Children will be present.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
18.	The days and times in which communal gatherings occur at the Parish and whether there are activities being held at the same time where Children or Adults with vulnerabilities will be present.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
19.	The physical location of the Parish precinct, and any areas that should be exclusion zones.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
20.	Any evidence available to complete the Risk Assessment, with a copy to be provided to the Parish Priest.	Safeguarding Coordinator	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
21.	Upon a change in Parish leadership, a handover must be provided by the incumbent Parish Priest to the New Parish Priest.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
D. HANDLING UNACCEPTABLE RISKS				

If the outcome of a Risk Assessment discloses an **unacceptable** risk, complete the following steps, otherwise, move to **Part E**.

22.	Parish Priest to inform the PCON that they are not permitted to worship, exercise ministry or access the Sacraments in a communal context.	Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
23.	Parish Priest to inform relevant leaders to ensure the PCON does not attend the Parish.	Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
24.	PCON to provide further information if there is a change in circumstances.	PCON	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
25.	Parish Priest and Safeguarding Coordinator to consider any further information made available by a PCON (and elsewhere) and undertake additional Risk Assessments as outlined in Part C above.	- Safeguarding Coordinator - Parish Priest	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐

E. COMPLETE INDIVIDUAL SAFETY AGREEMENT (ISD)

(1) If the outcome of a Risk Assessment discloses an **acceptable** risk, complete an ISD with the assistance of Safeguarding Coordinator. A copy of ISD is located at **Appendix B** of this Procedure.

The following steps should be undertaken in conjunction with completing and ISD. To nominate an appropriate Accountability Partner, consider **Step E (2)**.

To complete an ISD, move to **Step E (3)**.

26.	Identify any individual Clergy, Employees, family members or professionals (the Accountability Group) to be involved in holding the PCON accountable for abiding by the ISA.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
27.	Nominate a suitable person (the Accountability Partner) to supervise the PCON and accompany the PCON at all times while they are attending the Parish to worship and access the Sacraments.	- Parish Priest - Safeguarding Office - Accountability Partner	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
28.	Ensure the ISA clearly states who the PCON is permitted to interact with at the Parish and that the interaction should be limited to those named persons (i.e. the Parish Priest and/or the	- Parish Priest - Safeguarding Office - Accountability Partner	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐

	appointed Accountability Partner(s).			
29.	Inform the PCON of this Policy, and its processes and expectations, including: (a) other Diocesan policies relevant to the PCON and the PCON's continued interaction with the Diocese; and (b) the obligation of the Parish Priest as a Mandatory Reporter to report any risk of harm of a Child to the Department of Communities.	- Parish Priest - Safeguarding Office - Department of Communities	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
30.	The PCON must be willing to provide their consent to share information and must be willing to provide information if the Diocese is unable to receive the information directly from authorities.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
31.	The ISA should specify the times and conditions under which the PCON is permitted to attend and access the Sacraments in communal gatherings. Any restrictions should be: (a) proportionate to risk; (b) reasonable; and (c) communicated to the PCON.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
(2) The following may be considered when nominating an Accountability Partner to supervise the PCON.				
32.	A suitable person may be the Assistant Priest, safeguarding advocate (including an employee or volunteer of the Diocese) or other appropriate person.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
33.	It is recommended that: (a) the Priest who is celebrating Mass should not be appointed as the Accountability Partner; and (b) where appropriate, there are at least two nominated	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐

	Accountability Partners for each PCON.			
(3) To prepare an ISA that properly encapsulates the PCON and their associated risks, ensure the following (non-exhaustive) risk factors are addressed and / or required by the ISA.				
34.	Suitable Mass times with consideration of mitigating risks to Children and Adults with vulnerabilities, as required in the circumstances, including: (a) the presence of an Accountability Partner or supervisor; (b) assigned seating; (c) toilet plan; and (d) arrival and departure times.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
35.	Restrictions from holding a volunteer or leadership position at the Diocese.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
36.	Restrictions from attending any parish social events held in the Diocese.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
37.	Restrictions from contacting Children including transporting Children.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
38.	Restrictions from taking photographs at Diocesan events.	- Parish Priest - Safeguarding Office	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
F. MONITOR AND REVIEW				
Once the ISA is executed, the PCON's adherence to the ISA by the Parish Priest and Accountability Partner (including any members of the PCON's Accountability Group) must be maintained.				
While the ISA is in force, Safeguarding Coordinator must:				
39.	Maintain a file on the PCON.	Safeguarding Coordinator	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
40.	Continue to support the Parish Priest.	Safeguarding Coordinator	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐
41.	Prepare a handover from the incumbent Parish Priest to the New Parish Priest, if there is a change in Parish Leadership.	Safeguarding Coordinator	Chapter 10, Master Safeguarding Policy Chapter 15, Master Safeguarding Policy	☐

42.	Review the ISA annually.	Safeguarding Coordinator	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
43.	Consider whether there is a change in circumstances, including but not limited: (a) to an outcome or finding in court proceedings; (b) changes to the conditions of a prohibition or apprehended violence order; or (c) changes to the leadership of the Parish, the Accountability Partner(s), or members of the Accountability Group.	Safeguarding Coordinator	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
G. RECORD KEEPING				
44.	The original, executed copy of the ISA is to be stored by Safeguarding Coordinator.	Safeguarding Coordinator	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
45.	Copies of the executed ISA are to be provided to the Parish Priest and PCON.	Safeguarding Coordinator	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
46.	A complete file, containing all relevant documentation, must be stored and maintained in a secure and confidential location.	Safeguarding Coordinator	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐
47.	The Parish Priest is to retain copies of documentation relevant to his responsibilities, including the ISA and Risk Assessment. Any records stored locally at the Parish are to be kept in a secure and confidential file, accessible only by the Parish Priest.	Parish Priest	Chapter 10, <i>Master Safeguarding Policy</i> Chapter 15, <i>Master Safeguarding Policy</i>	☐

APPENDIX A – FORM – RISK ASSESSMENT FOR MANAGING A PCON IN A PARISH

Internal Case File Reference: RCBB#

Person's Name: Click or tap here to enter text.

1. PERSON ASSOCIATED WITH RISK (PCON)

Family Name		Given Name	
DOB		Gender	☐ Male ☐ Female
Has the PCON consented to Diocese sharing relevant information?			
Details of Statutory Authority, Support Service or Person providing information			
If subject to reporting to Police or Parole, list location and frequency			
Status of any current court proceedings (provide charges, next court date)			
Details of any current court orders (what are the orders and conditions)			
What is the attitude of the PCON to the allegation / charge / order? (Note any minimisation, denial, lack of acceptance or breaches of court orders)			
Has there been a conviction? Provide details			
Any other information relevant to allegations/charges/convictions/orders			

2. DETAILS OF ALLEGATIONS/CHARGES/CONVICTIONS/ORDERS

Time of Alleged Incident		Date of Alleged Incident	
Location of Alleged Incident			
Description of Allegation or Charge or Conviction or Order Who, what, where, how, when, frequency			

3. PARISH ACCOUNTABILITY GROUP MEMBERS

Parish Priest	
Parish location	
Length of time the PCON has attended Parish	
Details of worship and access to Sacraments being requested by PCON (List Parish location and Mass times. Attendance at Mass should not occur if children are present)	
Name and role of people who will be interacting or working with the PCON (These people are usually referred to as the Accountability Group Relevant Individuals).	Accountability Partner / Supervisor: Support Person:
Details of any other Parish or denomination attended by PCON (Note: Requirement to share information subject to <i>Section 28B of the Children and Community Services Act 2004</i> (WA) to assess and manage risk to Children and young people)	

4. NAME AND ROLE OF SERVICE CONTACTED FOR INFORMATION *(If applicable)*

Name		Name	
Role		Role	

5. RELEVANT HISTORY

List all history if known pertaining to the PCON.

RCBB Ref # (if applicable)	Category or type of complaint considered	Child or adult at risk	Investigated Y/N	Outcome (sustained/not sustained/actions taken)

6. ASSESSMENT OF RISK

6a. Risks to Children or Adults with vulnerabilities participating in communal gatherings

List all possible risks to Children or Vulnerable Adults in relation to the PCON accessing their right to worship and access the Sacraments within the context of communal gatherings (consider the details and nature of the allegation/charge/conviction/order, all information provided and the PCON's attitude towards the allegation/charge/conviction/order and cooperation with the Diocese):

Risks to children –

Risks to Accountability Group Relevant Individuals –

Risks to People (Workers and all people attending communal gatherings) -

What is the harm consequence for each risk?

List controls that will ensure the safety of Children and Vulnerable Adults participating in communal gatherings (consider exclusion zones, Mass times, conditions of attendance):

Are the controls adequate in ensuring the safety of Children and Vulnerable Adults? Yes or No and rationale

Risk assessment:

(Refer to 11. Risk Assessment Matrix)

AREA OF RISK [Insert more lines as required]	BEFORE ACTION			AFTER ACTION		
	Harm Probability	Degree of Harm	Risk Assess	Harm Probability	Degree of Harm	Risk Assess
Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Other (please state):	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.

6b. Risks to PCON (Person Associated with Causing Risk)

List all possible risks to the PCON:

What is the harm consequence for each risk?

List controls that will ensure the safety of people who will be interacting with the PCON:

Are the controls adequate in addressing the risks identified? Yes or No and rationale

Risk assessment:

(Refer to 11. Risk Assessment Matrix)

AREA OF RISK [Insert more lines as required]	BEFORE ACTION			AFTER ACTION		
	Harm Probability	Degree of Harm	Risk Assess	Harm Probability	Degree of Harm	Risk Assess
Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Other (please state):	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.

7. ON-SITE INSPECTION OF PARISH PRECINCT

(Consider the physical layout of parish building, nearby buildings or zones where children are present and any isolated areas that should be exclusion zones.)

Zones that are excluded	E.g. School area or parish hall if activities attended by children are conducted there	Zones that are permitted	E.g. Church and Church carpark
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8. ANALYSIS OF RISK

(Having considered the above risks to children and people of communal gatherings, are there adequate controls in place to ensure the safety of others? Note: the paramount consideration should be the safety of children, adults at risk or experiencing vulnerability. The risk to the PCON should be secondary).

Analysis: (overall risk level after controls)

Recommendation and Rationale:

(Can the POC be supported in attending worship and accessing sacraments in communal gatherings? Provide rationale and recommendations)

9. REPORTS MADE:

☐ Report to Police via Mandatory Reporting Line or Professional Referral Location and name of Caseworker: Reference Number:	☐ Report to Ombudsman Location and name of Caseworker: Reference Number:
☐ Notes (or additional information)	

10. RISK ASSESSMENT FORM COMPLETION AND AUTHORISATION

Form completed by

	Click or tap to enter a date.
	Date

Relevant Individual (Parishes and Chancery)

	Click or tap to enter a date.
	Date

(insert name)

Parish Priest

Safeguarding Coordinator

	Click or tap to enter a date.
	Date

(insert name)

11. RISK ASSESSMENT MATRIX

	ASSESS THE RISK			
	Frequency	Unlikely	Possible	Likely
Step 1	What is the likely potential this will happen	May occur in exceptional circumstances	Might occur at some time	Can be expected to occur given the circumstances
	Severity	Minor	Significant	Major
	Step 2	Little or no harm or injury	Some harm or injury	Serious injury or harm
	If it did happen, what is the severity of the consequence of harm or injury most reasonably be expected?			

RISK RATING MATRIX				
HARM PROBABILITY <i>Frequency</i>	LIKELY	Low Risk	High Risk	High Risk
	POSSIBLE	Low Risk	Moderate Risk	High Risk
	UNLIKELY	Low Risk	Low Risk	Moderate Risk
	NIL	MINOR	SIGNIFICANT	MAJOR
HARM CONSEQUENCE <i>Severity</i>				

APPENDIX B – INDIVIDUAL SAFETY AGREEMENT (ISA)

Parish: [INSERT NAME OF PARISH]

This Individual Safety Agreement (ISA) applies to [INSERT NAME], who has been identified as Person of Concern (PCON) due to [INSERT CHARGES/CONVICTION/ORDER]. This ISA is being entered into as [INSERT NAME] wishes to access the Sacraments through the context of communal gatherings.

1. INTRODUCTION

1. The defined terms set out in the Diocese's *Managing a Person of Concern in a Parish Procedure* are adopted in this ISA.
2. The Diocese, in-line with the requirements of the National Catholic Safeguarding Standards, responds to the protection of children and adults with paramount importance.
3. The Diocese wishes to support [INSERT NAME] to participate safely in communal gatherings (Mass).
4. This ISA will continue until updated following formal review within 12 months or upon receiving advice from Statutory Authorities or the Safeguarding Office.
5. The ISA's **Accountability Group** (identified below) will support the implementation of this ISA, in support of [INSERT NAME] and being guided by the Paramountcy Principle (i.e. that the child or adult at risk's safety, welfare and wellbeing is the paramount consideration).
6. Execution of this ISA is not to be considered an admission of guilt by [INSERT NAME]. The ISA is a preventative control devised to manage risks posed by a PCON to Clergy, Employees, and Relevant Individuals of the Diocese.

2. AGREEMENT BETWEEN [INSERT NAME] AND THE DIOCESE

The Diocese's *Safeguarding Master Policy* and the *Managing a Person of Concern in a Parish Procedure* have been clearly explained to me and I agree to comply with this ISA, in addition to any other parole conditions.

I, [INSERT NAME] agree:

1. to fully cooperate with the Diocese, provide information, and consent to any requirements imposed by the Diocese;
2. to share information relevant to the assessment of risk to Children and Adults with vulnerabilities in relation to mandatory reporting obligations;
3. to the appointment of an Accountability Partner who will supervise me during Mass and/or liturgies;
4. to attend Mass only at the time specified by the Parish Priest and as agreed by the Accountability Partner;
5. to sit in an assigned seat or area in the Church and will leave if a Child or Adult with a vulnerability is present, or person listed on any Order pertaining to myself attends;
6. that I will not be alone with Children on Parish property;
7. to treat the sacristy or other isolated and/or secluded area [please specify – refer to exclusions zones listed in Risk Assessment] as excluded areas, and will not attempt to access those areas unless permitted to do so in the company of an Accountability Partner;
8. I will not arrive early to Mass and will leave the Church and its surrounds at the conclusion of Mass and under supervision of my Accountability Partner;
9. I will not hold any paid or volunteer position in the Parish;

10. I will not attend any Parish social activity including picnics, retreats, and fetes unless in the company of an Accountability Partner;
11. I will not take any photographs or videos of Children or Adults with vulnerabilities;
12. I will report any instances of contact that I have with Children or Adults with vulnerabilities, that are not incidental to the Parish Priest
13. I will advise of any intended travel and visitation to another Church outside the Parish of **[INSERT NAME PARISH]**, prior to attending.
14. I will not present myself as an authorised lay minister of the Catholic Church.
15. I accept that **[INSERT NAME OF ACCOUNTABILITY PARTNER]** will provide me with pastoral care concerning the management of this ISA.
16. I agree to inform a member of the Accountability Group if I breach any of these conditions.
17. I will inform the Accountability Group of **[the finalisation and outcome of any court proceedings, variation to orders, changes to my circumstances]** that are relevant to this ISA.

3. AGREEMENT

PERSON

Signed:

Name:

Date:

PARISH PRIEST

Signed:

Name:

Parish:

Date:

WITNESS [ENTER ROLE]

Signed:

Name:

Parish:

Date:

4. ACCOUNTABILITY GROUP

The Accountability Group in relation to this matter is:

Parish Priest:

Accountability Partner:

Other:

5. REVIEW DATE

This ISA should be reviewed within 12 months from commencement date or when there has been a change in circumstances such as change in parish leadership or change to court order or court proceeding).

Next review meeting: