Child Protection Policy

Name of Church

Date Adopted

**Purpose:** This policy applies to all staff, members, and volunteers who are working on behalf of (name of church).

The purpose of this policy is to protect children and young people who come to or are members of this church. This includes the children who are visitors attending programs, classes, retreats, trips, camps, etc.

This policy describes the overarching principles that guide our approach to child protection:

\_\_\_\_\_\_\_ Church affirms the need of all persons to come to a saving knowledge of the Lord Jesus Christ. We are committed to being a religious community open to those who are in need of worshiping with us, especially in times of serious personal troubles. Having said that, we want to protect children who are the most vulnerable within our community of faith. No child should EVER experience abuse while in our care or when they are under our responsibility.

**We will keep children and youth safe through by:**

1. Performing a background check on every person, 18 or older, who works with our children and youth. This includes staff members and volunteers. Background checks will be filed and kept in a secure place. It is recommended that a background check be done every 5 years.

2. Only if that background check comes back clean (free from anything related to sexual offenses) shall the person be permitted to serve in any capacity with children or youth in the congregation’s ministry. This includes: teachers, leaders, helpers of any kind. If the background check comes back with an offense, that person will be informed in writing that they may worship with us but will not be permitted to help with any of our children’s ministries. The congregation council and Christian Education team will be informed of the letter if one is sent to a person stating that they cannot assist with children’s ministry.

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3. Always having two persons present when working with children and youth for the protection of the child and the adult as well. This includes counseling of a child and pastoral instruction. Another adult, beside the pastor, must be present. If a child who needs help in the restroom has to visit the restroom, two people must accompany that child (if their parent or guardian is not available to assist them), while two people remain with the group. This is to protect both the child and the adult leader.

4. All events having to do with children will be put on the church’s master calendar. All of these events must be appropriately supervised by two adults over the age of 21.

5. Permission slips will be filled out for all events involving children that are away from the church property. Further, emergency phone numbers for parents, police, fire, ambulance must be readily available during all events. *(See sample permission slip.)*

6. All children need to be picked up by their parent/guardian or someone that has been properly designated by the parent/guardian.

7. The use of photographs and names of children on our website will be at the discretion of the parent/guardian.

8. All staff and volunteers will be trained in child protective policies to ensure that there is always an awareness of protecting children. All Volunteers and staff members shall receive a copy of this child protection policy before they are permitted to participate in Sunday School, the nursery, or any youth events.

9. The Church is a mandated reporter and therefore when abuse is suspected, the proper authorities must be contacted immediately.

**Acknowledgment of Policy**

Signature of Trainer:

Signature of Staff Member or Volunteer:

Date:

SAMPLE PERMISSION SLIP

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(parent or guardian), hereby give permission for my

child/children, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to attend \_\_\_\_\_\_\_\_\_\_\_\_\_\_ on the following dates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(Here- list the details of the outings you have planned which leave church grounds, if you are planning that.)

Transportation during the week will be in a \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (describe the vehicles to be used), driven by a church leader.

I do/do not (circle one) give permission for my child’s picture to be uploaded to the church website or social media.

I do/do not (circle one) give permission for my child’s name to be included with pictures on the church website or social media. NOTE: specify first name only, or full name.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mail to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please include a photocopy of your health insurance.

**Emergency Contacts:**

Parent Cell #

Parent Cell #

Other person in case we can’t reach a parent: Cell#

Any allergies or health concerns we need to be aware of?