

The Church Safe and Secure Policy Summary

Purpose

The Church (The Church) seeks to provide a safe and secure environment for children and students. By implementing the following policies, our goal is to reduce the risk of sexual misconduct, inappropriate behavior, and false accusations of employees and volunteers (workers).

The Church has made a commitment to the following:

- The Church will require all workers to fill out an online application.
- The Church will perform a personal interview and reference check on all workers.
- All applicants 18 and over, must sign a waiver allowing a criminal background check.
- Minors over 14 years old will follow this same process except for a criminal background check.
- All applicants must agree to The Church's sexual abuse policy.
- All applicants must complete a sexual abuse prevention online training course before beginning work. Additional training may be provided by staff as needed in individual ministries.
- Anyone desiring to work with children and students will be eligible to work after a six month waiting period.
- Two adult rule. It is our goal to have two or more unrelated adult workers with any activities.
- All classrooms should have visibility from other areas using windows or open doors.
- The Church will investigate all reports of sexual abuse and report abuse to the appropriate authorities.
- Anyone with a history of sexual abuse will not be eligible to work with children or students.
- No Bullying allowed

I agree with this policy and will do my best to adhere to it.

Signed: _____ Date: _____

Name: _____

Policy Implementation

- The Church will require all workers and staff to fill out an online or written application using Protect My Ministry's (PMM) online application, consent, policy agreement, and training video including a short quiz that must be passed with a 80% score. A staff member responsible for overseeing anyone working with children and students will send an invitation to the PMM site and follow up with the verification and completion of the process including documenting in our database the date of completion. All current workers and staff will be rescreened after three (3) years if they are still serving.
- The Church staff member will perform a personal interview and reference check on all workers with documentation of successful reference checks.
- All applicants 18 and over, must sign a waiver allowing a criminal background check using the PMM online process.
- Minors over 14 years old will follow this same process except for a criminal background check using the online system. The application, personal interview, reference checks, and training steps all apply.
- All applicants must agree to Third's sexual abuse policy on the PMM site.
- All applicants must complete a sexual abuse prevention online training course before beginning work using the PPM training video after successful completion of the screening process. Additional training may be provided by staff as needed in individual ministries. Annual refresher training is required for all returning workers.
- Anyone desiring to work with children and students will be eligible to work after a six-month waiting period after coming to Third. Any exceptions must be approved by the Executive Pastor and the Director of Finance and Administration.
- Two adult rule. It is our goal to have two or more unrelated adult workers with any activities. These two adults should be unrelated.
- All classrooms should have visibility from other areas using windows or open doors.
- The Church will investigate all reports of sexual abuse and report abuse to the appropriate authorities.
- Anyone with a history of sexual abuse will not be eligible to work with children or students.

Procedures TBD

Updated procedures for COVID...

More small groups in homes (Students)....

Social Media policy, procedures, and training (permission)

Anti-Bulling Procedures...

Ministry Specific Procedures...

Nursery

Children

Students