

Youth Safety Policy

Cargill United Methodist Church

2000 Wesley Avenue

Janesville, Wisconsin 53545

608-752-0548 · www.cargillumc.org

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ALL PEOPLE CONNECTED TO GOD, ONE ANOTHER AND THE WORLD THROUGH JESUS CHRIST

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Youth Safety Policy
Cargill United Methodist Church
Janesville, Wisconsin

Purpose: To provide guidelines that will promote our commitment to protecting the safety and well-being of youth (defined as children through 12th grade) involved in any and all Cargill United Methodist Church (CUMC) related activities.

Section 1: General Activity Safety

Sanctioning and Committee Oversight:

All activities involving youth that utilize the building or grounds of CUMC or activities that are represented as being a youth activity sponsored by CUMC will require authorization of a staff member, church committee, or authorized committee member. Further, these activities will be coordinated through standing committees assigned responsibility for the activities.

Scheduling:

To promote accountability and appropriate church oversight, all activities on church property or sponsored by the church which involve youth will be scheduled through the church office and posted on the church calendar located in the main office.

Youth Permission/Medical Release Forms:

General permission and medical release forms for youth 12th Grade and younger (Appendix B) will be used to cover all youth activities. The form also covers transportation to designated activities. The medical release form will be completed once per year (renewed at the beginning of August) and updated at sign in for each activity. The permission and behavior covenant form will be completed for each and every activity. These forms will be kept in a confidential, secured file by the Associate Pastor and will be taken to all covered activities by CUMC staff or designated activity leader(s).

Adult Leaders/Chaperones Permission/Medical Release Forms:

General permission and medical release forms for Adult Leaders/Chaperones Age 18 and Older (Appendix C) as well as a behavior covenant form will be used to cover all adults on youth activities. These forms will be completed once per year (renewed at the beginning of August) and updated at sign in for each activity. These forms will be kept in a confidential, secured file by the Associate Pastor and will be taken to all covered activities by CUMC staff or designated activity leader(s).

Image Use and Communication Release:

An **Image Use and Communication Release** (Appendix D) will be used to inform and give opportunity to opt out of authorizing the use of images of youth and/or communication with youth.

Two Adult Principle:

At least two adults (see below for definition of adult) will be required to be present at all activities involving youth in the church building. Although it is preferred that both adults be in the designated activity room, it is permissible for one adult to roam between rooms if more than one area of the church is used (i.e.: Sunday school superintendent). The second adult is not to be counted if in the building but involved in an unrelated meeting or activity. In addition, church-sponsored activities require a ratio of 1 adult per 7 youth going into or currently in 9th through 12th grade and 1 adult per 5 youth going into or currently in 8th grade and younger.

Definition of Adult

Key Adult Youth Leader: 23 years or older (or at least 5 years older than the oldest participating youth).

Adult Youth Leader: 18 years or older and graduated from high school.

Transportation Guidelines:

At least two unrelated adults will be required to be present in each car/van when transporting youth except in the case of an emergency or with parental permission. No youth will ride in a car one to one with an adult other than his or her parent/guardian in the course of any CUMC-sponsored activity. A communication system between vehicles will be established before each trip. *Note:* The use of 15 passenger vans is prohibited.

Transportation Youth Leader (using Cargill owned vehicles): 25 years or older who have completed required church insurance carrier safety training and provided a copy of a valid driver's license to be added as a driver through the church insurance carrier.

Substances/Illegal Materials:

If the possession or use of illegal substances, the abuse of controlled substances, or underage use of alcohol is observed on the grounds of CUMC or at a CUMC-sponsored or sanctioned activity, the police, parents of the youth involved in the prohibited behavior, the key adult youth leader in charge of the activity, and the Lead Pastor will be notified immediately. The adult who observed or received report of the event will complete an **Incident/Complaint Report** (Appendix E).

Safety Hazard Awareness:

All adult youth leaders participating in youth activities will be aware of escape routes in case of need for evacuation of the building. They must be familiar with the locations and use of fire extinguishers. They must be aware of necessary safety precautions in the event of severe weather or tornado. Escape routes, including windows, must be free from obstruction (See maps on Appendix H, pg. 28-30, for exit locations, fire extinguishers, and emergency equipment).

Training and Expectations of Adult Leaders:

CUMC has adopted a proactive stance regarding the safety of the youth placed in its care. To this end, all adults who will regularly participate in CUMC programming with youth must become acquainted with the CUMC Youth Safety Policies and the safety information referenced in them on an annual basis. This material will be made available via hard copy and on the church website (www.cargillumc.org). Appendix A shall be signed by adult participants annually and returned to the designated staff member acknowledging receipt and understanding of this safety information. Adults will use language, behavior, and attitudes which are consistent with the Christian faith and the vision of CUMC.

Section 2: **Meeting and Activity Guidelines**

Arrivals/Departures:

Youth being dropped off should arrive only shortly before or at the scheduled program start time(s). Adults bringing youth to church activities are responsible for confirming that the activity is occurring as planned and that the minimum required adult supervision is present before leaving their youth. In order for youth to be considered part of the CUMC Youth Programs, youth must be dropped off at Cargill UMC and signed in, unless arrangements with parents or legal guardian has been made prior.

CUMC Youth Programs cannot be responsible for the transportation arrangements made for youth coming to or departing from sponsored activities. Consequently, it is the responsibility of the parent or guardian to inform their youth and the key adult leader of any restrictions they have imposed on their youth for transportation to and from activities. The key adult leader will be present at departures until each youth has departed.

Sign In:

All youth participants are required to sign in and sign out on designated youth event sheets for all activities other than Sunday school.

Participation Expectations:

While CUMC recognizes that flexibility with regard to youth participation in scheduled activities is necessary, it is expected that youth attending sponsored activities will participate in some aspect of the planned activity. Youth leaving scheduled activities to be in another area or engaged in their own chosen activity, especially if that activity requires additional adult supervision, is not permitted unless sanctioned by a key adult leader.

Disruptive Behavior:

CUMC is committed to providing activities in which the participants, leaders, co-participants from other organizations, and property will be treated with respect and in a safe manner. Any person who violates the spirit of this commitment by inappropriate conduct, significant and willful disruption of activities, willful damage to property, verbal or physical assault on another, or offensive disrespect to another will be asked to leave the activity in custody of his or her parent or guardian or, if warranted, in the custody of the police. An adult witnessing or receiving a report of an incident will complete an **Incident/Complaint Report Form** (Appendix E).

Discipline:

CUMC views corrective action for inappropriate behaviors of youth to be within the responsibilities and rights of any adult authorized to provide supervision for any activity sponsored through CUMC. To this end, the church endorses the use of verbal correction (without abusive content), removal of offending child from the activity, distraction from inappropriate behaviors via engagement in constructive participation, structuring activities to minimize boredom and conflict, and reinforcement of appropriate behaviors via reasonable verbal or other more tangible reward to promote appropriate behaviors. Parents or legal guardian shall be notified and communicated to about any disciplinary actions. Corporal punishment is strictly prohibited.

Exceptionally Egregious or Problematic Behaviors:

Behavior problems that demand a formal response from CUMC will follow the format outlined by the Critical Incident Report Process (Appendix E).

Section 3: **Child Abuse Prevention**

Definitions of Abuse:

CUMC will actively work to prevent **Physical Abuse** ("in which a person deliberately and intentionally causes bodily harm to a youth or young child"), **Emotional Abuse** ("in which a person exposes a youth or younger child to spoken and/or unspoken violence or emotional cruelty"), **Neglect** ("in which a person endangers a youth's health, welfare, and safety through negligence"), **Sexual Abuse** ("in which sexual contact between a youth and an adult [or older, more powerful youth] happens"), and **Ritual Abuse** ("in which physical, sexual, or psychological violence is inflicted on a youth, intentionally and in a stylized way, by someone [or multiple people] with responsibility for the victim's welfare"). These definitions are meant to be descriptive and not exhaustive are from: *Safe*

Screening of Adults:

All adults who regularly interact with youth, including staff and volunteers, must submit annually to a National Criminal Database Search and a National Sex Offender Search through CUMC's background check provider and prior to volunteering with youth. Background checks will be made through the Program Assistant and/or Lead Pastor who will maintain the confidentiality of the findings and provide secured, confidential storage for documentation. Background screening may also include contact with previous church affiliations.

Overnight Activities:

It is not permissible for one adult to share the same sleeping space (i.e.: camp cabin, tent, retreat bedroom, or designated sleeping area in a church building) with youth. Sleeping spaces without adults must be readily accessible for adult supervision as needed. No connecting spaces (i.e.: common bathrooms) that are not readily available for supervision will be permitted between youth of disparate ages or opposite sex. Whenever possible, youth at overnight activities should be assigned sleeping space with youth of approximately the same age. Under no circumstance will youth share sleeping space with an adult of the opposite sex. Under no circumstances will youth of opposite sex be permitted shared sleeping space in an overnight activity.

Church lock-ins will have designated and segregated sleeping spaces. If for any reason that a youth needs to have separate sleeping arrangements, it should be noted in the "**Miscellaneous**" section of the permission form as well as a conversation with parent or legal guardian in terms of the nature of request. The key adult leader will notify other adult leaders.

Youth who violate this policy will not be permitted to participate in future overnight activities. Adults observing or receiving reliable information of such an incident will notify the key adult leader and Lead Pastor and will complete an **Incident/Complaint Report** (Appendix E).

Windows with Doors:

All rooms used for youth activities will have doors with uncovered, transparent windows.

Counseling of Minors:

One to one counseling sessions between adults and minors at CUMC or at CUMC-sponsored activities will be done in an open-door context. Efforts should be made to minimize the risk that conversations may be overheard. (i.e.: Conduct in a low traffic area or with a radio outside the room to mask conversations.)

Abuse Reporting and Follow-up:

All Staff regulated by Wisconsin State Law regarding reporting of Child Abuse will comply with applicable statutes. In the event that abuse is identified, the Staff of CUMC will follow the Safe Sanctuaries recommended **Abuse Response Guidelines** (Appendix F).

Appendix A:
Acknowledgement of Receipt of Youth Safety
Policy

Acknowledgement of Receipt of Youth Safety Policy

By my signature below, I acknowledge that I have received and read a copy of the Youth Safety Policy of Cargill United Methodist Church. I will abide by the rules and policies of this document.

PRINT NAME: _____

SIGNED: _____ DATE: _____

Appendix B:
Youth Medical Release Form
Youth Permission Form
Behavior Covenant Form

Cargill United Methodist Church
Youth Medical Release Form

12th Grade and Younger Youth

	Child #1	Child #2	Child #3
Full Name			
Cell Phone			
Email			

This form is to ensure consent for treatment of minors who become ill or injured in the course of the activity or activities if a parent or guardian cannot be reached to give consent while under the care of Cargill United Methodist Church adults. We will make every effort to contact the parent(s) or guardian(s) named below:

Emergency Contact Information:

1st Contact:

Parent/Guardian Name			
Address			
Home Phone		Cell Phone	
Home Email			
Work Phone			
Work Email			
Relationship to Child(ren)			

2nd Contact

Parent/Guardian Name			
Address			
Home Phone		Cell Phone	
Home Email			
Work Phone			
Work Email			
Relationship to Child(ren)			

Insurance Information:

Insurance Company Name (Health)	
Full Name of Insured Cardholder	
Birth Date of Insured Cardholder	
Policy I.D. Number	
Group I.D. Number	
Customer Service Number (back of card)	

For Staff Use: ___ Check here if a copy of the health and prescription card are on file in the office

I, the undersigned parent or guardian, do hereby give my permission for my child(ren), listed above to participate in the named activity or activities. In order for my child(ren) to receive necessary medical treatment from medical staff and/or physicians in medical clinic or hospital in case of illness or injury, I hereby authorize the activity leaders to obtain and consent to necessary medical treatment for such illness or injury during the named activity or activities. I hereby release and discharge activity leaders,

Cargill United Methodist Church, and its designated leadership and employees from any and all debts or suits of any kind which may arise or be occasioned as a result of Cargill's actions under this consent. I understand and acknowledge that by participating in this activity, there is the possibility of illness or injury and that my child(ren) is assuming the risk for such illness or injury by her/his participation. I realize that I am ultimately responsible for paying any medical bills.

 Signature of Parent/Guardian (if participant is 17 or younger)/Date

 Signature of Participant/Date

Health History:

Health History:	Child #1	Child #2	Child#3
Name:			
Allergies/special health concern/needs:			
Medication(s) you can <u>NOT</u> take:			
Medication(s) being taken: (please list prescription & over the counter medications)			
Special Dietary Needs:			
Any Medical History that needs to be noted:			
1. Changes in medical condition: Please note date:			
2. Changes in medical condition: Please note date:			
3. Changes in medical condition: Please note date:			

Cargill United Methodist Church
Youth Permission Form

Please circle one: **SPARK** **Jr. High Youth** **Confirmation** **Sr. High Youth**

What:

Where:

When:

I hereby give permission for my youth to participate in the following church activity:

Youth's Name: _____

Primary contact information _____ cell _____

Secondary contact information _____ cell _____

- I authorize my child to be transported, as needed, via: rented or loaned vehicles, or via other transportation approved by the church staff to events that are outside of church property. I understand that should my child have special needs in regard to transportation or walking, as it may apply to this trip, it is my responsibility to inform a member of the Youth Ministry staff in advance.
- While every attempt will be made to ensure that two adults are with youth, there may be times when only one adult is with youth. If such is the case, the key adult youth leader will provide the necessary means for clear and continuous communication until another adult or parent can be present.
- I authorize the secondary person listed to be contacted if the primary person cannot be reached via phone call, text, Facebook or other forms of communication.
- I hereby acknowledge that the Medical Release Form on file with the church signed by the undersigned is up-to-date and in full force and effect. Parent or Guardian please use the UPDATED MEDICAL NEEDS space below to update adults on any medical needs for the activity.
- I hereby release and discharge activity leaders, Cargill United Methodist Church, and its designated leadership and employees from any and all liability of any kind, known or unknown, which may arise or be occasioned as a result of my child's participation in this activity.
- I understand that the adult youth ministry leaders, pastor and/or lay are responsible adults and I trust their abilities to be in charge of this group.
- I understand that Cargill United Methodist Church strives to maintain a safe environment for my youth at all times. I understand that it is my responsibility to communicate any safety concerns to the key adult leader of Youth Ministries immediately.

Updated Medical Needs (that are not already written on the Medical Release Form):

Miscellaneous Notes:

Signature of Parent/Guardian

Date

Cargill United Methodist Church
Youth Program Participant Behavior Covenant:

As representatives of Christ and the Church, we, the participants in the Cargill United Methodist Church Youth Program, take seriously our responsibility to care for one another. This covenant represents our affirmation of our concern for the well-being of the total community. We covenant with each other to ensure the safety of all, to make our time together most meaningful, and to care for the facility which we share. In addition to our general concern for our community, we agree specifically to:

- ✓ Remain on the program site unless having been given permission to leave.
- ✓ Attend and participate in all activities, including meals.
- ✓ Use language, behavior, and attitudes, which are consistent with the Christian faith.
- ✓ Observe scheduled curfew by being in rooms, quiet, and not disturbing others as well as not entering the room of someone of the other gender when on overnight activities.
- ✓ Refrain from bringing or using tobacco products, alcohol or other illegal substances.
- ✓ Refrain from bringing animals, weapons, explosives, fireworks, or dangerous materials.
- ✓ Respect the person, equipment, and property of others. (This should be considered when considering practical jokes, water fights, use of shaving cream, etc. Do no harm to others.)
- ✓ Follow the directions and instructions given by the leaders.
- ✓ Follow all youth safety policy rules and guidelines.

This covenant is made between each person and the whole group. I agree to follow all of the above because I desire to represent Jesus in a positive manner at all times.

Signature of Parent/Guardian Date

Signature of Participant Date

Appendix C:
Adult Leader/Chaperone Covenant Form
Adult Leader/Chaperone Medical Release
Form

Cargill United Methodist Church
Adult Leader/Chaperone Covenant

As representatives of Christ and the Church, we, the adult participants, in care of children and youth in the Cargill United Methodist Church Youth Program, take seriously our responsibility to care for one another. This covenant represents our affirmation of our concern for the well-being of the total community. We covenant with each other to insure the safety of all, to make our time together most meaningful, and to care for the facility which we share.

Name of Adult _____
Primary contact information _____ cell _____
Secondary contact information _____ cell _____

- While every attempt will be made to ensure that two adults are with youth, there may be times when only one adult is with youth. Therefore, I will be in communication with parents when such a situation arises.

- I hereby acknowledge that the Medical Release Form on file with the church signed by the undersigned is up-to-date and in full force and effect.

- I understand that as an adult chaperone, I will responsibly care for our children and youth during all times of specified event using appropriate language, behavior and attitudes consistent with Christian values.

- I will remain on program site unless having been given permission to leave.

- I understand that Cargill United Methodist Church strives to maintain a safe environment for all youth. I understand that it is my responsibility to communicate any safety concerns to the key adult leader immediately.

- I will model what it means to live out the Christian faith during the activity.

- I will abide by and follow all CUMC youth safety policy rules and guidelines.

Signature of Adult

Date

Cargill United Methodist Church
Designated Adult Leader/Chaperone Medical Release Form

Age 18 and Over Adult

Participant Name			
Address			
Home Phone		Cell Phone	
Home Email			
Work Phone			
Work Email			

This form is to ensure informed consent for activity or activities of Cargill United Methodist Church. It also provides consent for treatment of those who become ill or injured in the course of the activity or activities.

Emergency Contact Information:

Name			
Address			
Home Phone		Cell Phone	
Home Email			
Work Phone			
Work Email			
Relationship to Participant			

Insurance Information:

Insurance Company Name (Health)	
Full Name of Insured Cardholder	
Birth Date of Insured Cardholder	
Policy I.D. Number	
Group I.D. Number	
Customer Service Number (back of card)	

I agree to medical treatment from medical staff and/or physicians in medical clinic or hospital in case of illness or injury. I hereby release and discharge activity leaders, Cargill United Methodist Church, and its designated leadership and employees from any and all debts or suits of any kind which may arise or be occasioned as a result of Cargill's actions under this consent. I understand and acknowledge that by participating in this activity, there is the possibility of illness of injury and that I am assuming the risk for such illness or injury by my participation. I realize that I am ultimately responsible for paying any medical bills.

Signature of Participant

Date

For Staff Use:

___ Check here if a copy of the health insurance card is on file in the office.

Health History:

Name:			
Allergies/special health concern/needs:			
Medication(s) you can <u>NOT</u> take:			
Medication(s) being taken: (please list prescription & over the counter medications)			
Special Dietary Needs:			
Any Medical History that needs to be noted:			
Date of last tetanus immunizations (effective for 10 years)			
Date of 3 Hepatitis immunizations			

Appendix D:
Image Use and Communication Release

Cargill United Methodist Church
Image Use and Communication Release

Image Use Release:

Throughout the year, photographs or videotape are taken of children, youth and adults who participate in church activities. These images may be used for classroom displays, bulletin boards, slide shows or publicity, church website and/or social media. Signing this form you are giving Cargill United Methodist Church permission to use images of your youth and/or you in church publications and promotional materials and hereby waive any rights of compensation or ownership thereto. Please indicate below if you **DO NOT WANT** consent.

Please check box below:

Cargill UMC may not use images of me or my youth.

Children/Youth/Adult Full Name(s)

Parent/Guardian Signature

Parent/Guardian Print Name Please

Date

Communication by Social Media, E-mail, Texting and/or other forms of non in person communication Release:

Throughout the year, communication by social media, email, texting and/or other forms of non-in person conversation occurs with children and youth who participate in church activities. These forms of communications may be used to relay information about upcoming activities, offer Scripture/devotion, inquire about volunteer availability, offer encouragement and/or other matters. By signing this form you are giving Cargill United Methodist Church permission to communicate with your children and youth. Please indicate below if you **DO NOT WANT** communication to occur with your youth.

Please check box below:

Cargill UMC may not communicate with my youth by the means noted above.

Children/Youth/Adult Full Name(s)

Parent/Guardian Signature

Parent/Guardian Print Name Please

Date

Appendix E:
Critical Incident Reporting Process
Incident/Complaint Report Form

Cargill United Methodist Church **Critical Incident Reporting Process**

Purpose: To attain resolution and healing for those involved in reportable critical incidents at Cargill United Methodist Church.

Process:

1. The initial report or incident report is received by a staff member. If the report is not in the form of an incident report, the staff member will complete one.
2. The incident is shared with the lead pastor as well as other pastoral and program staff as soon as possible. If the incident is a criminal act, or if the reporting party requests it, law enforcement will be notified immediately. If the staff members are unclear about the law, law enforcement will be consulted.
3. If the incident is not clearly a criminal act, a staff person will be assigned to contact all the parties involved to gather any available additional information and statements about the incident.
4. The lead staff person and the lead pastor will meet with all parties who may be accused of wrong doing (and parents/guardians if the accused party is a youth) as soon as possible to report the incident and begin moving toward resolution.
5. The reporting parties will be kept informed of progress on the process.

Additional Reporting:

If warranted, the lead pastor will call the District Superintendent as soon as possible to report the incident.

Confidentiality:

1. Unless the safety of the congregation or members of the congregation is seriously threatened by withholding the information, the circumstances of the incident and the names of any accused and/or victims will be kept confidential.
2. Documentation, including the incident report and any other records relevant to the incident will be kept in a secured metal cabinet in the Lead Pastor's office for a period of 7 years from the date of the incident.

Cargill United Methodist Church
Incident/Complaint Report Form

(Please print all information clearly)

Date of Incident: _____ Time of Incident: _____

Name of Youth and/or Adult Involved: _____ Age: _____

Address of Youth: _____

Parent or Guardian: _____

Description of incident (include location, names of all involved, any evidence of injuries, how resolved):

Witness

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Person completing report

(print): _____ Phone: _____

Signed: _____ Date: _____

See other side

This Incident/Complaint Form should be completed anytime an adult observes or receives a report of inappropriate conduct including but not limited to:

- Possession or use of illegal substances, the abuse of controlled substances, or use of alcohol on the grounds of CUMC or at a CUMC-sponsored or sanctioned activity.
- Significant and willful disruption of activities, willful damage to property, verbal or physical assault, or offensive disrespect to another by any means.
- Non-segregated sleeping space for youth of opposite sex during an overnight activity.

If you are unsure this form should be completed, check with the Lead Pastor.

In a timely manner but not more than three days after the incident, the completed Incident/Complaint Form is to be turned in to the Senior Pastor. If grievance is against the Senior Pastor, turn in to the District Superintendent.

Appendix F:
Abuse Response Guidelines

Cargill United Methodist Church **Abuse Response Guidelines**

Purpose: To provide guidance for the church, its staff, and responsible committees responding to verified or strongly indicated abuse of a youth occurring during church related activities.

1. Provision of Emergency Care: Medical attention for abused youth will be obtained as soon as abuse is observed or strongly suspected.
2. Parental Notification: The Lead Pastor or other designated staff person will notify the parent(s) or legal guardian of the abuse immediately.
3. Legal Notification: The Lead Pastor or other designated staff person will notify the police of the incident immediately.
4. Protecting Evidence: The staff and church administration will make every effort to secure evidence of abuse to assist with the police investigation and to prevent subsequent tampering with or destruction of evidence. This will include soliciting input from the police.
5. Media Communication: All media inquiries will be directed to the Bishop's office. Local staff and church administration will offer no information about the incident to the media.
6. Documentation: Dated and signed detailed records will be kept by relevant staff and church administration to document each contact with anyone immediately involved in the incident, the reporting of the incident and/or subsequent disposition of the incident. Decisions related to the disposition of the response to abuse will also be documented. This documentation will be confidential and kept in a single file in a central, secured (locked) file cabinet.
7. Disposition of the Abuser: Every effort must be made to prevent continuing contact between the abuser and any potentially at risk individuals or situations.
8. Staff Cooperation: An emergency meeting of church staff will take place within 48 hours of notification of the event to plan the staff's continued response to the situation.
9. Pastoral Care for the Victim and Family: The Lead Pastor will offer resources and recommendations for pastoral care for the victim and victim's family as warranted. The church will keep a list of external resources qualified to provide competent pastoral care for victims of abuse in case circumstances demand an outside resource.
10. Pastoral Care for the Family of the Abuser: The Lead Pastor will offer resources and recommendations for pastoral care for the family of the abuser as warranted. The church will keep a list of external resources qualified to provide competent pastoral care for abuse situations in case circumstances demand an outside resource.

Appendix G:
Program Application

Cargill United Methodist Church
Program Application

Name: _____
 First Middle Initial Last pre-married

Address: _____

Daytime phone: (_____) _____ Evening phone: (_____) _____

Please list your previous experience working with children and youth:

If you have been a member of Cargill United Methodist Church congregation less than six months, please list your previous church, church address, and pastor's name. By signing this form you are giving us permission to contact the churches and pastors listed.

Applicant/volunteer must complete the 'Disclosure and Authorization – Background Investigation' form provided by the church's background investigation company. The results of the national background check will be returned to the Financial Controller and/or Lead Pastor. All information gathered on this application and through the background check will be kept confidential.

Thank you for your care and consideration of our congregation, our children, and our youth. We are grateful for your cooperation.

For office use:

- Background check completed
- Volunteer position held

Appendix H:
Cargill UMC Building Maps

CARGILL UMC DAYCARE MAIN LEVEL BUILDING MAP

MAIN OFFICE
FELLOWSHIP
SANCTUARY

Rm. 114

SOUTH



WOMAN
BATHROOM

DAYCARE
OFFICE



DAYCARE
PLAYGROUND

WEST

EXIT

DISHWASHER



KITCHEN

**FELLOWSHIP
HALL**

EXIT

Rm. 109

GARTH



OFFICE

DAYCARE

NORTH

EXIT

**WOMAN
BATHROOM**

CHAPEL



SANCTUARY

CASKET

EXIT

EXIT

EAST

CARGILL UMC LOWER LEVEL BUILDING MAP

WEST



MEN
BATHROOM



WOMAN
BATHROOM

FIRESIDE

MEN/WOMEN
BATHROOM

SOUTH



KITCHEN

YOUTH
ROOM



DAYCARE
PLAYGROUND