



Mountville Presbyterian Church

Child Safety Policy

SCREENING

All potential teachers, assistants, and child-care workers will **meet with an elder or a ministry leader** who is overseeing the ministry in order to gauge their sense of call to Children's ministry, to get to know them and their gifting better, and to evaluate whether there are concerns of having them minister to children.

Additionally, a child abuse and criminal background check will be included. This is also a valuable time to **share the vision for the ministry** and the expectations of their potential role. A criminal background and child abuse check will be considered "up to date" for five years.

The elder/pastor who is overseeing children's ministry at Mountville Presbyterian Church will use his/her discretion as to whether a potential leader will be enrolled as a volunteer. While we welcome all to worship and experience transformation in the presence of a gracious God, *it is our policy that no one who has previously abused children will be allowed to work with children at Mountville Presbyterian Church.* Any completed background check that comes back with a criminal history report will require a meeting with the potential volunteer and elder to privately disclose the information and disclose their volunteer status.

Additionally, all potential teachers and child-care volunteers must:

- Have attended Mountville Presbyterian Church for at least six months
- Teachers and core leaders must profess and exhibit a personal relationship with Jesus Christ.
- Participate in a teacher or volunteer orientation session

SUPERVISION

In order to ensure the safety of children, teachers, and child-care volunteers at Mountville Presbyterian Church, adequate supervision of adults and youth must be maintained. All teachers and child-care volunteers must follow **the two adult rule**: At least two adults should be present during class or all other children's activities. Adults should avoid time alone with children whenever possible and open **visibility** should be maintained in all childcare areas.

Mountville Presbyterian Church has a **Sign-In/Sign-Out Policy** in place for all children's activities. This means that a parent or guardian must initial a sign-in sheet when they drop off and pick up their child. Annually parents fill out a Sunday School information sheet for each child, and on this form they will indicate adults that are authorized to sign-in/sign-out their child.

Sometimes children may require assistance in the bathroom. Volunteers are asked to keep within sight and hearing distance outside the bathroom door. The bathroom doors should be kept open downstairs and ajar upstairs to guard the privacy of children and maintain the visibility of volunteers. A Child's diaper is only changed if a parent or guardian has given permission to volunteers on their information form.

REPORTING/RESPONSE

For obvious reasons, the safety of our children is of utmost importance. If we have any reason to believe that the safety of one of the children in our care is or has been compromised, or if we have any suspicion that a child is being or has been abused in any way or is suffering from neglect, our leaders have a responsibility to respond quickly to the situation in order to protect the child from any further danger. We have both a moral and a legal responsibility to report ***all suspected child abuse or neglect and to take EVERY abuse allegation seriously.***

If a childcare worker has ***any*** reasonable suspicion of abuse or neglect, then it is important that he or she speak with the pastor on staff or one of the elders of Mountville Presbyterian Church immediately. ***Do not wait to report suspected abuse.*** Failure to immediately report suspected abuse or neglect can put the child in further danger.

I _____ have read the Child Safe Policy and agree to lead according to these standards

Full Name

Signature

Date