

# Morningside Baptist Church

## Child and Vulnerable Adult Protection Policies

Morningside Baptist Church is committed to providing an environment which is as safe as possible for preschoolers, children, youth and vulnerable adults who attend the church or any sponsored programs or activities, and to take the necessary precautions to protect church leaders from accusations or suspicions.

Church leadership recognizes the need to have formal, written policies and guidelines to help prevent the opportunity for, or the appearance of, abuse to a minor or vulnerable adult. The following procedures are not based on a lack of trust in a particular worker but instead are needed to protect our preschoolers, children, youth, employees, volunteers and the entire church body.

*"Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these. He took the children in his arms and blessed them." Mark 10:14, 16*

### **I. DEFINITIONS**

- A. A minor is any person under the age of 18 years of age and may also be referred to as a preschooler, child or a youth.
- B. A teenage minor is any person between the ages of 14 and 18 years and may be referred to as a "screened teenage minor."
- C. An adult is any person over the age of 21 years and may also be referred to as a "screened worker/volunteer."
- D. A pre-adult is any person the age of 19 or 20 years and may be referred to as a "screened worker/volunteer."
- E. Child abuse means any of the prohibited behaviors named in section II of these policies or any behavior named in SECTION 63-7-20 of the South Carolina Statutes Relevant to Juvenile Justice.
- F. A "screened worker/volunteer" is one who has undergone the enlistment and screening process outlined in section III of these policies.
- G. A vulnerable adult is a person eighteen years of age or older who has a physical or mental condition which substantially impairs the person from adequately providing for his or her own care or protection. This includes a person who is impaired in the ability to adequately provide for the person's own care or protection because of the infirmities of aging including, but not limited to, organic brain damage, advanced age, and physical, mental or emotional dysfunction.

### **II. PROHIBITED BEHAVIOR**

- A. The following behaviors are prohibited for all volunteers and employees:
  - 1. Threatening or intentionally inflicting physical injury upon a minor.
  - 2. Committing any sexual offense against a minor, or engaging in any sexual contact with a minor.
  - 3. Making any kind of sexual advance, or making a request for sexual favors, or engaging in other verbal, visual or physical conduct of a sexual nature.
  - 4. Any prohibited behaviors named in SECTION 63-7-20 of the South Carolina Statutes Relevant to Juvenile Justice.

### **III ENLISTMENT, SCREENING AND TRAINING**

- A. All volunteers considered for a position in the preschool, children and youth areas of ministry must be actively involved with the ministries of Morningside Baptist Church for a minimum of six (6) months before serving in these areas. Involvement may include worship attendance, Sunday school attendance or attendance in one of the other ministries of Morningside Baptist Church. Attendance must be regular and verifiable. Volunteers that are not members of Morningside Baptist Church

- can serve after a minimum of six (6) months attendance and undergoing the screening process but must serve with a screened worker/volunteer who is a church member.
- B. All volunteers with preschool, children and youth must complete the Service Application and Criminal Background Check Authorization (Appendix 1) and undergo the volunteer screening process before they can serve.
  - C. All paid workers must undergo the normal pre-employment screening process, including reference checks and a criminal background check.
  - E. Any person who has been in the past or currently is under investigation by the Department of Social Services or for whom the church has a valid reason to believe might endanger or harm children shall not be allowed to serve in any capacity where they will have contact with minors. This includes, but is not limited to individuals who have been arrested for, charged with, under probation for, or convicted of any of the following crimes shall not be allowed to serve in any capacity where they will have contact with minors: homicide; aggravated assault; sexual abuse; sexual assault(rape); aggravated sexual assault; injury to a child; incest; indecency with a child; any sex crime involving a minor; possession or promotion of child pornography; sale, distribution, or display of harmful material to a minor; employment harmful to children; endangerment of a child; kidnapping; public lewdness; indecent exposure; enticing a child.
  - F. Names of all potential workers, volunteer or paid will be submitted to the ministerial staff as an additional screening procedure.
  - G. It is the responsibility of the ministry leader responsible for that particular ministry area to interview all potential volunteers for their ministry area.
  - H. Approval from the Church Administrator, indicating the volunteer or employee has completed all necessary paperwork and background checks, must be received prior to any person serving with minors.
  - I. Background checks on all volunteers will be completed on a three year rotating basis. This recheck will be completed by the Church Administrator.
  - J. All new volunteers must complete the Child Protection Policy training before they can begin serving in the preschool, children or youth areas of ministry. They must sign a Child Protection Policy Covenant (Appendix 2) acknowledging they have read and understand the church's Child Protection Policies.
  - K. All volunteers must complete a refresher Child Protection Policy training every three years which will be led by either the Minister to Children, Minister to Youth or Minister of Education. Returning volunteers must sign a Child Protection Policy Covenant (Appendix 2) acknowledging they have renewed their Child Protection Policy training.
  - L. The screening documents will be maintained by the Church Administrator in a secure, locked cabinet.
  - M. The Child Protection Policy will be reviewed on a regular basis to assure its accordance with relevant state and federal statutes and to meet the needs of the church.

#### **IV. GUIDELINES FOR VOLUNTEERS & EMPLOYEES OF PRESCHOOL AND CHILDREN'S PROGRAMS**

##### **A. Volunteer & Employee Conduct**

1. Under no circumstances shall a volunteer or employee be alone with a child behind a closed door. Two adults must always be present in each room where children are present.
2. Classes shall remain in the assigned spaces. If there is to be a change, the ministry leader must be informed and approve the change.
3. Any special information provided by the parent shall be kept on the proper form. This information will be kept with the class roll sheet. The class role sheet should be taken with the class in the event of a fire or other emergency requiring the evacuation of the room so that attendance can be taken after the evacuation.
4. Classroom doors should never be locked while occupied.

5. With preschool and kindergarten children, only a parent or other person specifically designated by the parent who is age 15 or older will be permitted to pick up a child. Parents will be requested to provide the Minister to Children with any special information regarding a possible child custody dispute where leadership should pay particular attention to who picks up the child. No child in grade 1-5 may be released without being picked up by a parent or other designated person unless the parent provides written permission to do so.
6. Touching to comfort or affirm a child in an age-appropriate manner is permitted. Children in first grade or older should not sit in the lap of workers. Workers shall not touch children in genital areas except as necessary to change a diaper or to assist a child in the bathroom as noted below.
7. Precautionary measures for dealing with dirty diapers, blood, vomit and the like, such as the use of protective gloves, should be communicated to the worker. Any items needed for the precautionary measures will be provided by the church.
8. Either men or women may change diapers if it is done in open view.
9. Male workers are allowed only to take boys to the bathroom and are not permitted to use the bathroom themselves when taking the children. Regardless of gender there is an open door policy for the bathroom. When a child is taken to a bathroom outside the room, someone must check the bathroom before the child is permitted to enter to ensure it is safe.

#### **B. Discipline of Children**

1. Physical discipline, such as spanking, is never permitted. Using physical restraint to prevent a child from doing something disruptive or dangerous is permitted and may, in some instances, be necessary. Affirmation and encouragement is always appropriate.
2. Workers shall be advised on the best age-appropriate discipline methods.
3. The behavior of a child who is a constant disruption to a class should be discussed with his or her parents and the Minister to Children. In appropriate circumstances, the parents can be asked to attend class to observe or control the problem behavior. If the behavior persists, the child may be removed from the class. A child who is a danger to other children shall be removed immediately.

#### **C. Communication with Parents**

1. Workers should attempt to keep open lines of communication with parents.
2. All children who attend a Morningside sponsored class, trip, activity or event must be registered. The registration form will include information on special needs, disabilities, continuing medications and will be updated annually or as circumstances necessitate.
3. Parents shall always be permitted to observe a classroom, if done through the glass door, although the parent may be told that his or her presence may be disruptive to the child. Parents may enter their child's room with the approval of the Minister to Children.
4. Parents should be given a summary of the guidelines which have an impact on them.
5. Parents shall be clearly advised as to where to report suspected abuse or other concern regarding a classroom situation and be assured that they will not be retaliated against for making a report.
6. Parents should be encouraged to pick up their children no later than ten (10) minutes after the service, class or event is over unless special arrangements are made with the Minister to Children.
7. Parents should be encouraged to change diapers and take children to the bathroom before class.
8. Under no circumstances should parents leave a child if the child has a fever or other severe illness. Parents must advise the workers if the child is on medication.

#### **D. Staffing of the Children's Program**

1. There shall be a minimum of two (2) adult screened workers assigned to each class. For on campus activities/events that are less than 4 hours in length it is permitted that the second "adult" can be a screened teenage minor.

2. Teenagers under the age of 18, who have undergone the screening process and training in section III of these policies, may assist adults. Students under the age of 16 must always work under the direct supervision of a screened adult worker.
3. To ensure that there shall be sufficient substitutes available when the regular workers cannot attend, parents should be encouraged to undergo the volunteer screening process to be available on a standby basis.

## **V. GUIDELINES FOR VOLUNTEERS AND EMPLOYEES OF YOUTH (middle school/high school) PROGRAMS**

### **A. Physical Contact**

1. Back rubs, neck rubs, massages, kissing or similar contact are not allowed by volunteers or employees.
2. Side-by-side hugs are to be used instead of full body contact. Touching need not be completely avoided, but staff and volunteers must be aware of how it looks and how the person being touched may interpret the contact. Unwelcomed touching of any kind is not allowed.

### **B. Staffing Considerations for All Activities and Events**

1. A minimum of two (2) screened adult workers must be present for all activities. A specific ratio of leaders to youth is not suggested; instead, the ratio should be appropriate for the activity being undertaken.
2. Any one-on-one meeting involving an adult and youth must be conducted in view of another screened adult through an open door or window.

## **VI. GUIDELINES FOR VOLUNTEERS AND EMPLOYEES OF ALL PROGRAMS INVOLVING MINORS**

### **A. Driving Rules**

1. Only qualified, screened adults may drive. All drivers must have a valid driver's license and auto insurance. The number of persons per vehicle must not exceed the number of seatbelts, and all occupants must wear seatbelts.
2. If the event requires the use of a church owned vehicle, the driver must be a qualified driver on the church's insurance Approved Drivers List.
3. A minimum of two (2) screened adult workers must be present in all vehicles.

### **B. Overnight and Trip Rules**

1. Completed Permission and Medical Consent forms (Appendix 3) must be completed prior to the trip. The total number of adults on each trip must be adjusted according to the requirement of the planned activities.
2. The two (2) adult rule (see section IV, A, 1) must be followed throughout the trip.

## **VII. REPORTING AND INVESTIGATIONS**

### **A. Reporting Violations of These Policies**

1. All volunteers and employed workers shall immediately report any violation of these policies which they have observed to the Associate Pastor responsible for that area of ministry or the Church Administrator.
2. All volunteers and employed workers shall immediately report to the Associate Pastor responsible for that area of ministry or the Church Administrator if someone has threatened physical injury upon a child or youth.
3. Ministry leaders who become aware of a violation of the procedures set by this policy are required to take all necessary steps to ensure future compliance with them. In the process of ensuring compliance with this policy, it may become necessary to remove workers from their positions.
4. Any person making such a report shall keep the information strictly confidential.

## **B. Reporting Abuse**

1. All volunteers and employees are required by law to report suspected abuse to the appropriate authorities when there is reasonable cause to believe that a child has been abused. An oral report should be made immediately by telephone to the Associate Pastor responsible for that area of ministry or the Church Administrator and followed by the completion of a Suspected Abuse Form (Appendix 4) which must be completed no later than 24 hours from the time there is reasonable cause to believe a child has been abused. Likewise a report must be made to Department of Social Services, or, in the absence of such agency, to an appropriate police authority or county solicitor.
2. An "incident of abuse" means any occurrence in which any person:
  - a. Has inflicted physical injury upon a preschooler, child, youth, or vulnerable adult other than by accidental means, or is reasonably suspected to have done so.
  - b. Commits or allows to be committed any sexual offense against a preschooler, child, youth, or vulnerable adult or engages in any sexual contact with a preschooler, child, youth, or vulnerable adult or is reasonably suspected to have done so.
  - c. Any behavior named in SECTION 63-7-20 of the South Carolina Statutes Relevant to Juvenile Justice is considered abuse.
3. **Failing to report abuse is a criminal offence which is punishable by a fine or confinement in the county jail.**

## **C. Reporting Procedure**

The person reporting an incident of abuse shall immediately contact the Minister to Children who will also notify the Church Administrator in all cases of reported abuse and be given all the relevant facts with respect to the incident of abuse. The reporting procedure outlined above must be followed. (see section VII, B, 1)

## **D. Obligation to Report to the Abuse Investigators**

In all cases where any worker has reasonable cause to believe a minor or vulnerable adult has been abused, the worker shall, after first consulting with the Associate Pastor responsible for that area of ministry or the Church Administrator, make a report to appropriate authorities. (see section VII, B, 1)

## **E. Responding to the Report**

1. After receiving a report of abuse the Church Administrator shall:
  - a. Immediately take all steps necessary to ensure the safety of the alleged victim.
  - b. Conduct an investigation and determine whether there is reasonable cause to believe that the abuse may have occurred.
  - c. Contact parents or guardian of the alleged victim to inform each one of them of the incident and shall ensure each parent or guardian has been notified. If one parent or guardian is the alleged wrongdoer, the person receiving the report shall contact the other parent or guardian and inform him or her of the incident individually.
  - d. Make the appropriate notifications to the church's insurance provider.

## **G. Internal Investigation**

1. Morningside Baptist Church considers any allegation of abuse a serious matter. Each situation will be fully investigated by ministry leaders, always with the assistance of legal counsel and civil authorities.
2. Employees who are the subject of an investigation will be removed from their position, with pay, pending completion of the investigation. Employees who admit to the abuse will be terminated consistent with the established employment practices of Morningside Baptist Church.
3. Volunteer subjects of any investigation will be removed from their positions immediately pending completion of the investigation.

4. Morningside Baptist Church will permanently remove any volunteers or employees from their duties within the organization if it is determined they committed abuse. Employees will also be terminated from employment.

## **VIII. CRISIS RESPONSE**

### **A. General Guidelines**

1. After consultation with legal counsel and the Senior Pastor, the Church Administrator shall act as spokesman to handle dissemination of information to staff, media and congregation. Unless prior authorization is given, no one else should disseminate information concerning the situation.
2. Have ready for release a clear position statement stating Morningside Baptist Church's policy regarding abuse of minors and established safeguards.
3. Select outside legal counsel (if necessary) who will be present with the spokesperson while answering any investigative questions from the police or social service agencies.
4. Use text or prepared public statement to answer press and inform congregation. At all times maintain the privacy and confidentiality of all those involved.
5. Use careful judgment so as not to compromise an ongoing investigation or place the church in unnecessary jeopardy.

**Morningside Baptist Church**  
**Service Application and Background Check**  
**Authorization Form**  
For Employed and Volunteer Staff

***CONFIDENTIAL INFORMATION***

*\*This document contains confidential information that may be reviewed only by the senior pastor, supervisory staff over the position listed below, clerical staff, and those making legal decisions. Duplication, distribution, or disclosing any portion of the information in this packet without authorization will result in termination, dismissal from office, dismissal from volunteer role, possible criminal liability, and possible civil liability.*

Name: \_\_\_\_\_

Position: (Please check which applies.)

Volunteer: \_\_\_\_\_

Employment: \_\_\_\_\_

Position applying for: \_\_\_\_\_

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

# Application for Volunteer Service

# Morningside Baptist Church

Date Completed: \_\_\_\_\_

Last Name		First Name		Middle Name		Social Security Number	
Present Address				City and State		Zip Code	How long at this Address
<b>P E R S O N A L  D A T A</b>	If not at this address for last five years, list previous addresses:						
	Date of Birth	Place of Birth	Phone Numbers				
			Home:				
			Cell:				
			Work:				
If Married , Spouse's Name			Spouse's Contact Number (if different from above)				
Have you ever been convicted of a Crime?      Yes ____ No ____							
Have you ever participated, plead guilty, or no contest to abuse or sexual misconduct? Yes ____ No ____							
Are you currently involved in an active criminal, abuse or sexual misconduct case? Yes ____ No ____							
If yes, for what?							
If yes, where? _____ Date: _____							
Person to be Notified in case of Emergency.			Address		Phone Number		Relationship

<b>C H U R C H</b>	How long have you attended this church ?		Years	Months
	Are you a Church Member ?    If yes,		Years	Months
	If not, Where are you a member ?		Church Name:	
Address:				

<b>S E R V I C E</b>	What area of service are you volunteering for at Morningside?			
	Do you have any previous ministry experience in this area?			
	What are your strengths that would help you as you serve in this area of ministry?			

<b>R E F E R E N C E S</b>	<b>Personal References (Please list three personal references)</b>			
	Name	Address	Phone	Relationship

In consideration of the receipt and evaluation of this application by the church, I agree and represent that: the information in this application is correct to the best of my knowledge. I also understand that misrepresentation may render this application void and would be cause for dismissal from the position.

I authorize any references, or any persons or organizations, whether or not identified in this form to give any information (including opinions) regarding my character and fitness for service in this church. I hereby release any individual, denominational agency, or official, reference, or any other person or organization, including record custodians, both collectively and individually, and whether or not identified in this form, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply with this authorization, excepting only the communication of knowingly false information.

I further state that I have carefully read the foregoing release and know the contents thereof and I sign this release as my own free act. I understand that I may consult with an attorney before signing this document. I further understand that a criminal records check may be conducted on me, and I consent to any such check. In addition, I have read and agree to follow the guidelines of the Morningside Child Protection Policy.

Signature: \_\_\_\_\_

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

## Background Investigation Consent

I, \_\_\_\_\_ hereby authorize Morningside Baptist Church of Spartanburg, SC and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both police and private organizations and all public records for the purpose of confirming information contained in my Morningside Baptist Church Service Form and/or obtaining other information which may be material to my qualifications for service now, and, if applicable, during my tenure of my service with Morningside Baptist Church of Spartanburg, SC.

I release Morningside Baptist Church and/or its agents and person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

Today's Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Full Name: \_\_\_\_\_

Print Maiden Name (If Applicable): \_\_\_\_\_

Print all Aliases: \_\_\_\_\_

Current Address: \_\_\_\_\_

How Long at Address? \_\_\_\_\_

Former Address: \_\_\_\_\_

How Long at Address? \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State of License \_\_\_\_\_

*\* The above information is required for identification purpose only, and is in no manner used as qualifications for employment. Morningside Baptist Church abides by all applicable state and federal employment laws.*



**Morningside Baptist Church**  
Child Protection Policy Covenant

Morningside Baptist Church (MBC) is committed to providing a safe and secure environment for all children, youth, vulnerable adults, and volunteers who participate in ministries and activities sponsored by the church. It is our goal to create a safe and loving environment in which all that are entrusted to our care are able to learn about the character of God, discover biblical truth, and learn what it means to follow Jesus Christ.

**As a volunteer/staff member with children and/or youth, I have:**

- Completed an application and agreed to a background check;
- Participated in the MBC Child Protection Training and fully understand the Child Protection Policies of MBC.
- Have been active in the MBC community for at least six months.

**As a volunteer/staff member, I seek to create a safe and nurturing environment and to establish healthy relationships with the children and/or youth I serve. To ensure that every minor is safe from abuse or neglect, I will:**

- Observe the two-adult rule;
- Observe an open door policy at all times while working with children or youth;
- Supervise restroom visits appropriately according to the Child Protection Policy;
- Display affection appropriately and respect others' boundaries;
- Release the child or youth to authorized person(s) only;
- Refrain from any use of alcohol, drugs, tobacco, profanity, or inappropriate language or jokes while working with children or youth;
- Report any signs of injury or possible abuse to a minister or lay leader of MBC;

**Please answer each of the following questions:**

1. As a volunteer in this congregation, do you agree to observe and abide by all church policies regarding working in ministries with children and youth? \_\_\_\_\_YES \_\_\_\_\_NO
2. As a volunteer in this congregation, do you agree to observe the "Two-Adult Rule" at all times? \_\_\_\_\_YES \_\_\_\_\_NO
3. As a volunteer in this congregation, do you agree to abide by the six-month rule before beginning a volunteer assignment? \_\_\_\_\_YES \_\_\_\_\_NO
4. As a volunteer in this congregation, do you agree to participate in training and education events provided by the church related to your volunteer assignment? \_\_\_\_\_YES \_\_\_\_\_NO
5. As a volunteer in this congregation, do you agree to promptly report abusive or inappropriate behavior to your supervisor? \_\_\_\_\_YES \_\_\_\_\_NO

I have read this Participant Covenant, and I agree to observe and abide by the policies set forth above.

\_\_\_\_\_  
Signature of Applicant

I am a new volunteer/staff \_\_\_\_\_

I am renewing my covenant \_\_\_\_\_

\_\_\_\_\_  
Print

\_\_\_\_\_  
Date



**Morningside Baptist Church**  
**Children and Youth Medical Permission and Release Form**

*This form is to be carried on all trips away from Morningside Baptist Church for easy reference when needed.*

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mother's Name \_\_\_\_\_

Father's Name \_\_\_\_\_

Legal Guardian's Name (If different from above) \_\_\_\_\_

**Father's Contact Information**

Employer \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Additional Contact Name \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Physicians Name \_\_\_\_\_ Phone \_\_\_\_\_

Orthodontist/Dentist \_\_\_\_\_ Phone \_\_\_\_\_

Allergies (e.g. medications, food, insect/bites)

\_\_\_\_\_

\_\_\_\_\_

Special Medications \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Important Medical Information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Mother's Contact Information**

Employer \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Date of last Tetnus Shot \_\_\_\_\_

Insurance Carrier \_\_\_\_\_

Primary Policy Holder \_\_\_\_\_

Policy Number \_\_\_\_\_

Carrier Phone \_\_\_\_\_

**Please attache a copy of both sides  
of your insurance cards**

**Please complete the reverse side** 

**Morningside Baptist Church**  
**Children and Youth Medical Permission and Release Form**

\*I (we) hereby give permission for my (our) child to attend and participate in activities sponsored by Morningside Baptist Church.

\*I (we) hereby authorize Morningside Baptist Church and its acting leaders to teach and lead my (our) child in religious lessons and services which include prayer and Bible teaching.

\*I (we) hereby authorize leaders and authorized adult chaperones from Morningside Baptist Church to transport my (our) child to and from church related events.

\*I (we) hereby authorize leaders and authorized adult chaperones from Morningside Baptist Church to take my (our) child to receive any necessary medical treatment in the event of an emergency in which neither parent can be reached.

\*I (we) hereby authorize leaders and authorized adult chaperones from Morningside Baptist Church to dispense to my (our) child any necessary over-the-counter medications (according to proper dosage instructions) when deemed necessary.

\*The undersigned adult shall be liable and agree(s) to pay all costs and expenses incurred in connection with such medical and dental services rendered to the aforementioned child pursuant to this authorization.

\*Should it become necessary for my (our) child to return home due to medical reasons or otherwise, the undersigned shall assume all transportation costs.

\*I (we) hereby forever discharge and agree to hold harmless Morningside Baptist Church and the director thereof from any and all liability, claims or demand for personal injury, sickness or death, as well as property damages and expenses of any nature whatsoever which may be incurred by the undersigned adult and the child-participant that occur while said child is participating in any trip or activity with Morningside Baptist Church.

\*The medical consent and liability waiver provisions hereof shall remain in full force throughout 20\_\_ and in effect until written notice or revocation or withdrawal is received by Morningside Baptist Church. It is the responsibility of the parent or guardian to notify the church of any changes in the pertinent information in writing.

Fathers' Name \_\_\_\_\_

Father's Signature \_\_\_\_\_

Date \_\_\_\_\_

Mother's Name \_\_\_\_\_

Mother's Signature \_\_\_\_\_

Date \_\_\_\_\_

(If different from above)

Guardian's Name \_\_\_\_\_

Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

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**Notary Information**

**The Notary Seal is required**

Taken, subscribed and sworn to before me, a Notary Public, in and for the County of Spartanburg, SC on this:

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_, Notary Public for the state of South Carolina.

My Commission Expires: \_\_\_\_\_

**Morningside Baptist Church  
Children and Youth Medical Permission and Release Form**



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## Suspected Abuse Form

Date \_\_\_\_\_

Name of Child/Individual \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Name of parent or guardian \_\_\_\_\_

Name of person filing report \_\_\_\_\_

Name of person receiving report \_\_\_\_\_

Nature of suspected abuse (physical, sexual, emotional, neglect) \_\_\_\_\_  
\_\_\_\_\_

Indications of suspected abuse (including facts, physical signs and course of events) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Action Taken \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The above information will serve as a guide and will be necessary if a formal report is filed with the police or appropriate government agency. All information received is to be kept strictly confidential.

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Person Reporting

Pastor or Designated Authority