

Summit Church Policy Regarding Children and Youth

General Policies

Team Approach - All church activities involving children and youth will be supervised or conducted by at least two adults

Parental Permission – Any time a church staff member or volunteer has need to be alone with a child, parental permission is sought and obtained.

Overnight Rule - Only volunteers or staff members who have completed ministry applications and background checks may be allowed to chaperone overnight activities.

Nursery Identification – All infants/ toddlers will be signed in by parents each time they are left in the nursery rooms for any child care activity. Parents will be given a claim check at the time they leave their child and the child can only be picked up by a parent when a claim check is presented.

Behavioral Policies

Prohibited behaviors of all child/youth workers:

- Physical striking, hitting, spanking of a child/youth by a worker or volunteer is prohibited.
- Touching, fondling, kissing a child/youth in an inappropriate or sexual manner is prohibited.
- Placing yourself in a position where you are alone unsupervised with a child, without proper parental authority and reason to do so, is prohibited.
- Verbally or emotional abusive language is prohibited.

Incident Reporting

All allegations of incidents involving improper touching, physical abuse or sexual abuse of a child or youth must be brought to the attention of one of the following staff immediately:

- Jeremy Nuckolls
- Jon Davis

Once reported to one of the above individuals, a written incident report will be completed with the following information:

- Name of the alleged child and their parent(s).
- Name of the alleged worker/adult/other individual involved.
- Specific statement of allegations of misconduct.
- Date, time and location that the incident is alleged to have occurred.
- Witnesses or other individuals with knowledge or information about the alleged allegation. (See attached incident report form)

Notification of appropriate parental, legal, social welfare, insurance or other authorities will be made by the individual in charge of completing the incident report or his/her designee.

Response to Allegations

It will be the policy of Summit Church to deal with all allegations of improper conduct involving children and youth with respect and dignity for all parties involved. Opportunities for spiritual and emotional support will be offered to all parties involved. Summit Church will remain unbiased and supportive to all parties involved, recognizing that incidents of allegations are devastating to both the accuser and the accused, and therefore the above policies or reporting will be carried out tactfully, discreetly and without bias on the part of the reporting agent.

All reports of allegations of misconduct will be confidential and reporting agents will maintain the confidentiality of all parties, to the extent allowed by law, with the exception of required reporting to parental, legal and social welfare authorities and the church's insurance and legal counsel.