

## Reporting Policy Violations

The first person to learn of an incident of sexual misconduct toward a child during a church activity (either a person witnessing or told about the incident, or the victim) should immediately report this verbally to the staff person supervising the activity and to the Pastor.

The Pastor shall take necessary actions to investigate the incident and determine if it is frivolous or non-frivolous, seeking such professional advice as he/she deems necessary. Session and other church officers shall be advised about the incident. Any non-frivolous incident shall be reported promptly to legal authorities. If necessary, the next higher governing body of the church may be notified. All persons involved with the report or investigation shall keep the information in confidence. The congregation will be informed of any founded complaints.

Sexual misconduct shall be grounds for dismissal of an employee and removal from an elected or appointed position held by a volunteer.

## About this pamphlet & policy

The members of Lewinsville Presbyterian Church place high priority on the maintenance of a safe, secure environment for the participation of children in church activities. ***The Lewinsville Presbyterian Church Staff and Volunteer Sexual Misconduct Policy*** prohibits sexual misconduct by staff and volunteers and forbids the placement of known offenders in church positions.

This pamphlet focuses on the application of this policy to the safeguarding of children. It describes Standards of Conduct and procedures, which are designed for the protection of the children of Lewinsville Presbyterian Church, and also the staff and volunteers.



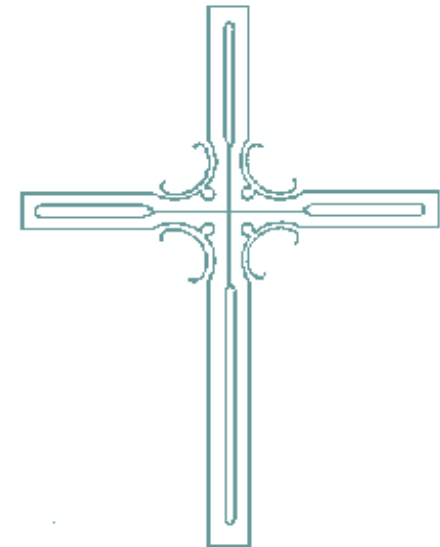
### LEWINSVILLE PRESBYTERIAN CHURCH

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## LEWINSVILLE PRESBYTERIAN CHURCH

### The Lewinsville Presbyterian Church Child Protection Policy



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# CHILD PROTECTION POLICY

## What is Sexual Misconduct?

Sexual misconduct, which includes the sexual exploitation of a child, breaches Christian ethical principles by misusing a trust relationship, and is never permissible. The term **child** is defined as an individual who is less than 18 years of age. **Sexual exploitation of a child** includes, but is not limited to, any contact or interaction between a child and an adult in which the child is being used for the sexual stimulation of an adult person or persons. The behavior may or may not involve touching. Such behavior by an adult is always considered forced, whether or not the child has consented.

**Sexual exploitation of a child**, which is designed to break down the child's inhibitions, may include sexually oriented jokes or humor; sexually demeaning comments; verbal suggestions of sexual involvement or sexual activity; questions or comments about sexual behavior; unwelcome or inappropriate physical contact; graphic or degrading sexually oriented comments about an individual's physical appearance; express or implied sexual advances or propositions; display or sexually suggestive objects or pictures; repeated requests for social engagements after an individual refuses.

## Standards of Conduct

- Paid and volunteer adults and youth helpers will not touch or interact with children or youth in any way that is intended to be sexually stimulating.
- Care must be taken that adults do not behave in a sexually stimulating way during church activities.
- Common expressions of affection (hugs), affirmation (pat on the back), support (prayer) or physical caretaking (diapers, etc.) are appropriate in this community of caring Christians. Care must be taken that physical expressions of affection are not excessive or imposed upon another individual.
- Whenever possible, two adults should be present with children at all activities, including Church School and the Nursery. A teacher may work alone when there is visual access (open door or door with window) to the classroom.
- Children and youth should be transported in groups. An unaccompanied adult should not drive a single child in a church-sponsored activity without permission, preferably in writing, from the child's parent or guardian.

## Implementation of Policy

**The Sexual Misconduct Policy** applies to all employees and volunteers of Lewinsville Presbyterian Church.

- The Pastor will ensure that employees are educated with regard to the Policy.
- Prospective employees, and volunteers in programs conducted away from the church building or in one-to-one relationships with children or youth, will be subject to background checks and screening for previous incidents of sexual misconduct.
- All employees and volunteers who interact with children or youth will sign a statement of receipt of the policy, agreement with it, and affirmation that they have never resigned or been terminated from a position for reasons related to sexual misconduct.
- Volunteer workers will be affiliated with the congregation for at least six months before becoming involved in a program with children or youth.
- Supervisory employees and those who work with children or youth will attend a seminar on the issues of sexual misconduct.