

## Implementation of the Safe Church Youth Protection Policy as of May 2010.

1. This policy is a complement to the “Community United Church of Christ Personnel Policies,” which, under the heading “Policies Relating to Staff and Congregation,” deals with the issues of sexual or other harassment and equal employment and volunteer opportunity. At the same time as the youth policy is adopted, the CUCC Personnel Policies, under the heading “Policies Relating to Staff and Congregation,” will be emended in four places to include “race, color, religion, sex, sexual orientation, **gender identity**, national origin, age, disability, or veteran status” as grounds on which harassment or employment discrimination is prohibited.
2. Background checks will be done using the services of Praesidium as subsidized by the UCC Insurance Board (there are costs for these background checks, but relatively modest ones). These checks are available through their web site (at various levels, whether involving social security numbers or not). The Pastor or the SafeChurch Administrator will do background checks on candidates for employment and, as appropriate, for ongoing (or “authorized”) youth volunteers. The results of such background checks will be kept confidentially in the Church office under control of the Pastor and the Safe Church Administrator. (The Office Manager, Carol Clark, will be designated as the initial Safe Church Administrator).
3. For youth volunteers expected to serve on an ongoing basis, interviews may be done by the person’s immediate supervisor together with the Pastor and/or members of the Christian Education ministry. Such authorized volunteers will be asked to fill out a disclosure statement.
4. Anne Bailey Zschau and Santi Matthews, or their successors as Church School Coordinator and Youth Minister respectively, will ask each new volunteer (e.g. Sunday School teachers) working with them to sign the combined documents (Youth Protection Policy and Covenant) and will see to it that these documents are provided to Carol Clark or her successor as Safe Church Administrator for filing. Immediate supervisors will also ask relevant ongoing volunteers to view the Armatus modules on sexual abuse prevention and will ask Carol Clark to obtain for them the needed personal logon names and passwords. If some or all of this is to be done via email attachments, then the names and email addresses of people who should read and sign the documents will be given to Carol Clark for emailing. We may accept the statement “I have read and endorse the Youth Protection Policy and Justice, Inclusiveness, and Self Discipline Covenant. Signed [name],” rather than the filing so many duplicates of the policy and covenant themselves. If this policy continues in use over several years, returning volunteers may be asked to reread and sign the Youth Protection Policy and Covenant document every three years.
5. After this policy has been in place for a couple of years, consideration should be given to revising and updating the Justice, Inclusiveness, and Self Discipline Covenant, which was written in a slightly different context, to make it fit better with the use to which we are now putting it. For instance, it appears that the entire congregation was asked to be part of the covenant.