

Calvary Evangelical Lutheran Church Policy	Policy: HR-19
Approved by: Council	Date:
Category: Safety & Protection	Reference:
Topic: Children/Youths/Vulnerable Adults	Attachment:

1. Application:

- 1.1. Unless specifically indicated, this policy is applicable to all members and staff at Calvary Evangelical Lutheran Church (Calvary).

2. Core Principles

- 2.1. Calvary has a mandate to minister to individuals, families, adults, youth and children. In that context, Calvary stresses the sanctity of human life and the importance and worth of each individual as a child of God.
- 2.2. The physical and sexual abuse of children has increasingly and properly claimed the attention of our society. In response, it is the commitment of Calvary to provide reasonable protective care to all preschoolers, children, youth and other vulnerable people involved in ministries or programs of Calvary.
- 2.3. If a staff member or volunteer becomes aware of abuse occurring to a vulnerable person in any context – home, church or otherwise, they are to follow the incident reporting procedures as outlined in the NALC Policy for the Protection of Children, Youth and Other Vulnerable Persons.

3. Need

- 3.1. It is possible that Calvary and its personnel (i.e. staff, Council members, officers and pastors) could be held accountable for the acts of individual abusers within the church even though neither the church, nor its leaders were aware of the abuse or condoned it. Churches are being sued in Civil Courts for damages sustained by victims and their families. Churches are not “guarantors” of the safety and well-being of children. They are not absolutely liable for every injury that occurs on their premises or in the course of their activities. Generally, they are responsible only for those injuries that result from their negligence. Victims of molestation who have sued a church often allege that the church was negligent in not adequately screening applicants or providing adequate supervision.

4. Protection Procedures - Commitments

- 4.1. Screening of those who work with children, youth and other vulnerable individuals is important.
- 4.2. All salaried staff will undergo a Police Security Clearance with vulnerable Sector and a Child Welfare Check.
- 4.3. All employees and volunteers who work with preschoolers, children and youth will be made familiar with the nature of child sexual abuse.

- 4.4. All employees and volunteers who work with preschoolers, children and youth will be made familiar with the guidelines contained in the Policy to Protect Children, Youth and Other Vulnerable People in the NALC.
- 4.5. The policies to prevent sexual abuse are regarded as serious and will be enforced.
- 4.6. All volunteers will sign a VOLUNTEER MINISTRY COVENANT, agreeing to comply with church policies and guidelines.
- 4.7. In general, two unrelated adults, preferably one male and one female will be present during activities involving children and youth.
- 4.8. In general, volunteers will be permitted to work with preschoolers, children or youth only after they have been active participants in the Calvary congregation, ministry or office for a period of six months. (This provision may be waived where the person is transferring in from another church and/or has a letter of recommendation signed by a minister of that church.)
- 4.9. References for volunteers applying for any position involving work with preschoolers, children or youth will be checked. The right to require a police records check is reserved. A police records check will always be required in those instances where someone is a new resident or unknown to the church community or where an applicant's credentials cannot be verified.
- 4.10. A directory of names and addresses of parents and children will be carefully maintained.
5. Protection Procedures – Guidelines. A copy of the following guidelines will be posted and available in the communion area of Calvary. All volunteers will be asked to review these guidelines as they appear in full context of the Calvary Policy document.
 - 5.1. Washroom Guidelines
 - 5.2. Proper Display of Affection
 - 5.3. Staffing and Supervision Guidelines
6. Recruitment of Volunteers. All prospective volunteers for ministry with children and youth must meet the following requirements:
 - 6.1. Active participation in a NALC congregation or ministry for at least six months, or a letter of recommendation from a former pastor
 - 6.2. Attendance at a session to review this policy
 - 6.3. Signing of a VOLUNTEER MINISTRY COVENANT
 - 6.4. Complete a VOLUNTEER APPLICATION FORM

Prospective volunteers may also be asked to participate as follows:

 - Participate in an interview
 - Successfully pass a reference check
 - Successfully pass a Police Clearance with vulnerable Sector and a Child Welfare Check

Prospective volunteers for ministry with children and youth must complete a VOLUNTEER MINISTRY COVENANT and VOLUNTEER APPLICATION FORM. (To protect the church from legal liability and for the protection of all volunteers, every prospective ministry leader – including established or long-time

members of the NALC – must complete the VOLUNTEER APPLICATION FORM.)

7. Incident Reporting Procedures are outlined in full in the complete NALC document and should be reviewed by all roistered staff, officials and volunteers and should be posted in an available location to all members.

DISCUSS SUSPICIOUS BEHAVIOR IMMEDIATELY.

8. Response to Allegations of Abuse

Calvary response strategy recognizes the following underlying principles:

- All allegations are to be taken seriously
- Situations must be handled forthrightly with due respect for people's privacy and confidentiality
- Full co-operation must be given to civil authorities. Legal advice may be considered if deemed appropriate by Council
- Adequate care must be shown for the well-being of victims
- The victim should not be held responsible in any way.

9. Implementation and Monitoring of the Policy

- The Sunday School Superintendent will be responsible for the completed forms and screening of volunteers participating in the program
- The Director of Youth & Family will be responsible for the completed forms and screening of volunteers participating in the program
- Council will be responsible for the completed forms and screening of all salaried staff and the Sunday School Superintendent.