

Safe Sanctuaries:

1. Incoming Screening

- a. All new hires will be screened through the Conference Office for Ministerial Concerns for clergy or through such procedures as required for accreditation as a 3 Star preschool facility.
- b. All new volunteers with children and youth will be screened through the Conference Office for Ministerial Concerns for laity.
- c. Groups meeting in the church but not organized by the church are responsible for supervising and screening their own volunteers.

2. Ongoing Supervision

- a. All groups will have two adults present. The two adults may include the presence of an adult “roamer” who moves in and out of rooms.
- b. Groups meeting in the church but not organized by the church are responsible for keeping all minors affiliated with the group within their area.
- c. Teachers/Leaders/Coaches must be at least five years older than any children they are supervising. T/L/Cs helping with youth must be at least 21 years old.
- d. Parents will always have advance notice regarding church sponsored (calendared) trips. Such trips will require signed medical permission slips.
- e. Parents are encouraged to take their children to the bathroom.
- f. Pastoral counseling, done by any member of the church staff and including on-campus or off-campus meetings, should not be done in isolation. Isolation is to be avoided by keeping the door to the pastor’s office open during counseling when another person is in the office, by the use of a window in the door of the pastor’s office or other appropriate strategies. When for whatever reasons following these guidelines is not possible, a written report of counseling done in isolation will be made to the pastor within two working days or in the case of the pastor, to the chair of the SPRC. Any counseling situation that requires more than three visits will be reported in a similar manner.
- g. The church will not employ workers less than 21 years of age.
- h. The church will maintain appropriate equipment and supervision.
- i. The church will carry adequate insurance.

3. Response + Reporting:

- a. If an allegation is made, it must be reported to the following:
 - i. Dept of Child Services (877) 237-0004 (or state.tn.us/youth/childsafety.htm).
 - ii. Senior Pastor
 - 1. A person witnessing any abuse may opt to call DCS or the pastor first, but in every case, both calls must be made as soon as reasonably possible.
 - iii. Head of Connectional Ministries (Bettye Lewis): (615) 329-1177
- iv. District Superintendent (Donna Parramore) O: 931-822-1433. M: 931-239-7605.
 - v. Bishop (William McAlilly): (615) 742-8834.
- b. If an allegation is made against the pastor, it must be reported to the Chair of the SPRC rather than the pastor but otherwise in the same manner.
- c. Any allegation will be dealt with compassionately, swiftly and in a unified manner under the direction of the pastor or his/her designee.
- d. An allegation against the pastor will be dealt with compassionately, swiftly and in a unified manner under the direction of the chair of the SPRC or their designee.

I have read and agree to all of the above terms of the Safe Sanctuary Policy.

Signature of responsible party_____

Organization/Group_____

Date_____