

Child Protection Policy (updated October 2016)

DCPC will order nationwide criminal background checks on all adults who volunteer with children and/or youth. Volunteers must complete a background form giving the church permission to run the check. Checks will be run and reviewed by the program staff person to whom the volunteer relates. (All documents will be filed in a locked cabinet and kept under the strictest of confidence.) Background checks will be run at least every three years, and more often as deemed necessary.

Persons refusing to have a background check run or provide an accurate social security number for a residence trace will not be allowed to volunteer with children and youth. Neither will any person who has been convicted of, or pled guilty to, physical and/or sexual abuse of children, or other serious crimes against persons (rape, assault, domestic violence, etc.), or against whom such charges are pending, be allowed to work with children or youth. Persons who have been actively affiliated with DCPC for less than six months will not be allowed to volunteer with children and youth, excepting individuals who receive approval from a member of the Pastoral staff. A decision concerning a volunteer's service will be made after analyzing all information and in the best interest of the children and youth involved.

All activities for children and youth will operate on the two-adult rule. A minimum of two adults is to be in or with each group of children. If two of the adults are related, a third unrelated adult must be present.

On overnight trips all adult chaperones must be over the age of twenty-one excepting individuals who receive approval from a member of the Pastoral staff. There will be one female counselor per every seven girls and one male counselor per every seven boys. No single youth shall be housed alone with an adult. Neither shall a youth travel alone in a vehicle with only one adult unless it is their parent.

Adult volunteers working with youth and children are to be at least five years older than the youth and children they are assigned, excepting individuals who receive approval from a member of the Pastoral staff. DCPC values the presence of youth volunteers. Youth volunteers may assist in instances where there is less than a five year age difference and may serve as a third person in the room after the two adults per room has been fulfilled. It is recommended that youth wishing to assist in the childcare area complete a babysitter's course (Red Cross or Safe Sitters). High school youth volunteers may serve as the 2nd leader during the Sunday morning education hours. Youth helpers serving in Sunday School must be known to church or class leadership and paired with a non-related authorized adult.

Any questionable or inappropriate behavior should be reported immediately to the appropriate ministry leader as such conduct can precede abuse, even though the observed act itself does not constitute abuse.

All children through the fifth grade are to be escorted to and from group activities/classes by an authorized parent or adult. No sibling is allowed to drop-off or pick-up.

Youth are to use the “buddy” system during all on and off campus activities. While using the buddy system, preferably, 3-4 youth should accompany one another. However, when this is not possible, the minimum number of youth using the “buddy” system should be 3.

Once on DCPC property, children and/or youth will not be permitted to leave the church property, even with parental consent, until the event is concluded unless escorted by parents. Staff and volunteer leaders are placed in precarious situations when children walk up or down main street for snacks, to meet someone, etc. . . .

Children and youth must complete a permission form in order to participate in off campus activities. A medical treatment consent form is also required. All forms must be signed by a parent/guardian.

Permission forms for medications to be taken during off campus activities must be completed by a parent. Medications are to be under the control of and administered by an adult in charge. The group will be accessible to parents by way of phone.

All reasonable suspicions of abuse or neglect or molestation by paid or volunteer staff of DCPC must be reported to the Director in charge of the DCPC program, to the Senior Pastor, and to the Session. The Director of the DCPC program must make an immediate report to the Associate Pastor of Faith Formation of DCPC. All leaders of DCPC programs will cooperate fully with law enforcement officials. Any staff, volunteer or paid, that is subject of an investigation will be immediately removed from their position, with or without pay, in the discretion of the DCPC Session pending completion of the investigation. Any volunteer or paid staff who is the subject of a law enforcement or social services investigation or internal DCPC investigation will not be allowed to volunteer or work with DCPC children or youth pending the completion of the investigation. After the completion of any such investigation, continued employment or volunteer efforts by the individual(s) shall be at the discretion of the Session or its duly appointed agent.

Davidson College Presbyterian Church

Davidson, NC

Suspected Abuse Reporting Policy

All reasonable suspicions of abuse or neglect or molestation by paid or volunteer staff of DCPC must be reported to the Director in charge of the DCPC program, to the Pastor, and to the Session. The Director of the DCPC program must make an immediate report to the Associate Pastor of Faith Formation of DCPC. All leaders of DCPC programs will cooperate fully with law enforcement officials. Any staff, volunteer or paid, that is subject of an investigation will be immediately removed from their position, with or without pay, in the discretion of the DCPC Session pending completion of the investigation. Any volunteer or paid staff who is the subject of a law enforcement or social services investigation or internal DCPC investigation will not be allowed to volunteer or work with DCPC children or youth pending the completion of the investigation. After the completion of any such investigation, continued employment or volunteer efforts by the individual(s) shall be at the discretion of the Session or its duly appointed agent.

ACCIDENT/INCIDENT REPORT

Name of Child _____ Age of Child _____

Date of accident _____ Time of accident _____ Observed by _____

What happened (cause of injury, body part injured, type of injury, location in facility of injury, toy or equipment involved in injury, reaction of child)?

What action was taken?

Additional comments:

Was a parent, guardian or emergency contact notified of the accident/incident? If yes, who and at what time?

(signature of caregiver)

(signature of director)

(signature of parent/guardian/authorized adult)