

St. Paul's Newnan Safeguarding Policies for the Protection of Children and Youth

I. Adoption of Diocesan Policies and Allowance of Site-Specific Variations

St. Paul's Episcopal Church, Newnan, Inc. ("The Parish") has adopted the "Diocesan Policies for the Protection of Children and Youth" as published by the Episcopal Diocese of Atlanta in January of 2020 ("Diocesan Policies") to ensure the safety and well being of all children and youth participating in programming and activities offered by The Parish.

Diocesan Policies allow for site-specific variations from Diocesan Policies, where permitted by The Vestry. Such variations must be described in detail, including the circumstances under which those variations are to be permitted and their rationale. (Diocesan Policies for the Protection of Children and Youth, VII.C.)

This document details all site-specific variations permitted by the Parish, and the rationale for these variations.

II. Definitions

The following are definitions that differ substantially from or that have been added to those found in the Diocesan Policies.

Adult Christian Formation Volunteers are volunteers that exclusively conduct and/or oversee christian formation activities in which all participants are "adults" as defined in Diocesan Policies, and in which children and/or youth do not participate.

Director of Children and Youth Ministries shall mean a staff member of the Parish who is responsible for overseeing all programming and activities intended for "children" and/or "youth" as defined by the Diocesan Policies.

Director of Children’s Ministries shall mean a staff member of the Parish who is responsible for overseeing and/or conducting programming and activities intended for “children” as defined by the Diocesan Policies

Children and Youth Program Volunteer shall mean a parent or other volunteer that assists with programming or activities for youth or children in a leadership capacity - i.e. teaches material or leads a group with another volunteer, but without direct supervision from a staff member, or those assisting with trips or overnight activities.

Children and Youth Volunteer shall mean a parent or other volunteer that assists with programming or activities for youth or children in a secondary capacity - i.e. teaches material or leads a group under direct supervision of a staff member or Program volunteer.

Senior Clergy shall mean the Rector, or if there be none, the Priest in Charge, or if there be none, the Interim Rector.

III. Site-Specific Variations

The following site-specific variations from the Diocesan Policies have been approved by the Parish:

A. General: Lay volunteers (including officers of the Parish and home visitors,) shall not be required to submit an application, undergo an interview, or provide references.

Rationale: Lay Volunteers are generally vetted by ministry heads, staff, and clergy prior to serving in any position.

(Note: This variation shall not preclude the Senior Clergy from requiring an application, interview, or references if they feel it is necessary to vet a volunteer or insure the safety of the parish.)

B. Position Specific variations:

- **Acolyte Mentor/Sponsors** shall not be required to complete Safeguarding God's People training
- **Rationale:** Acolyte mentors & sponsors work primarily with children and youth, and interaction with adults in that role is typically limited to parents and conducted in public areas of the church.
- **Adult Christian Formation Teachers** shall not be required to undergo a background check, nor complete Safeguarding God's Children Training.
Rationale: Adult formation Teachers work exclusively with christian formation activities in which all participants are "adults" as defined in Diocesan Policies, and in which children and/or youth do not participate - therefore their contact with children and/or youth in that role will be minimal.
- **Children and Youth Program Volunteers** shall be required to undergo a background check, Receive and sign the Safeguarding God's Children and Safeguarding God's People policies, and complete Safeguarding God's Children Training.
Rationale: These volunteers may be working frequently with children and/or youth and may be working without direct staff supervision.
Note: These volunteers must also undergo a DMV check if they are serving as drivers for youth activities and events.
- **Children and Youth Volunteers** shall be required to undergo a Sexual Offender Registry Check (SOR,) and complete Safeguarding God's Children Training.
Rationale: These volunteers will be working with Children and/or youth under supervision from a staff member and/or Program Volunteer.
- **Ushers** shall not be required to complete any form of Safeguarding training.
Rationale: At St. Paul's, an usher's duties are conducted in public areas of the church at all times, and their interaction with children and/or youth is no greater than any other member of the parish.
- **Vergers** shall not be required to complete any form of Safeguarding training.
Rationale: At St. Paul's, a verger's duties are conducted in publicly accessible areas of the church at all times, and their direct interaction with children and youth in their role is limited.

- **Confirmation Mentors/Sponsors** shall be required to undergo a Sexual Offender Registry check (SOR,) receive and sign the Safeguarding God's Children and Safeguarding God's People policies, and complete Safeguarding God's Children Training.
Rationale: These volunteers may be working with Children and/or youth, but would be doing so under the supervision of a staff member and/or Program Volunteer.

IV. Safe Church Self-Audit

Diocesan requirements for Safe Church Self-Audit:

- Audit must be conducted Annually and be reported to the Bishop's office
- Procedures to be confirmed by the audit will include (but are not limited to:)
 - Public records checks, application forms, records of screening and reference verification of paid and unpaid persons
 - Records of compliance with **Screening and Training Protocols**
 - Procedures for responding to concerns and incidents

Other requirements:

These Policies for the Protection of Children and Youth shall be posted in an area where activities take place. This posted copy shall include the names and phone numbers of the adult leaders in charge of programs and ministries with children and youth, and a contact person in the bishop's office; and in parishes, the member of the clergy in charge and the senior warden.

Parish Safeguarding God's Children Screening and Training Requirements

	Approximate Number	<u>Background Check</u> ¹	Requirements		Training Requirements	
			DMV <u>Check</u>	Policies to Receive & <u>Sign</u>	SGC <u>Training</u>	SGP <u>Training</u>
Lay Volunteers						
Acolyte Mentors/ Director	1	✓		SGC, SGP	✓	
Adult Christian Formation Teachers	0	✓		SGC, SGP		✓
Nursery Workers (Volunteer)	0	✓		SGC	✓	
Children and Youth Volunteers		SOR		SGC	✓	
Children and Youth Program Volunteers		✓	✓	SGC, SGP	✓	
Ushers	40			SGC, SGP		
Vergers	7	SOR		SGC, SGP		
Confirmation Mentors/Sponsors		SOR		SGC, SGP	✓	
Governance/Elected Officials						
Treasurer	1	Criminal & Credit		SGP		✓
Vestry	8			SGC, SGP	✓	✓
Wardens	2	Criminal & Credit		SGC, SGP	✓	✓
Home Visitors						
Eucharistic Visitors		✓		SGP		✓
Home Visitors		✓		SGP		✓
Pastoral Care Teams		✓		SGP		✓

¹Includes Sexual Offender Registry