

Safe Church policy for St. Barnabas
Approved by the Vestry on August 13m 2007

Whereas children and youth need an environment experienced as caring and safe in order to develop both psychologically and spiritually, the vestry of St. Barnabas has adopted the following to assist in providing a safe environment for our children and youth.

1. That we affirm "Safe Churches: Policy to Protect Children, Diocese of El Camino Real" and accept it as the foundational policy of St. Barnabas Episcopal Church in Arroyo Grande.
2. That the following church personnel will be provided a copy of the safe church policy of the diocese and will sign a statement indicating that they have read it:
 - a. All paid employees
 - b. All unpaid clergy associated with St. Barnabas on a regular basis
 - c. All members of the vestry
 - d. All volunteers whose duties involve contact with children, including, but not limited to:
 - i. Sunday School teachers
 - ii. Vacation Bible School volunteers
 - iii. Volunteers in the nursery on Sunday morning
 - iv. Youth leaders
 - v. Volunteers assisting on overnight youth trips
 - vi. Anyone providing baby sitting during a church event
 - vii. Director of and youth or children's choir
3. The following people will be considered to regularly work with children or youth:
 - a. All clergy, whether stipendiary or non-stipendiary
 - b. Sunday School Teachers with primary responsibility for a classroom.
 - c. Children or youth choir directors
 - d. Youth leaders
 - e. Paid child care providers
 - f. Volunteers in the nursery who do so more than four times a year
 - g. Volunteers who work with children or youth on a regular basis (more than 4 times a year)
 - h. VBS directors
 - i. Sunday School director
4. Those who wish to take a position that will involve regularly working with or around children (see 3), whether paid or volunteer, will:
 - a. Go through the screening process outlined in the diocesan policy. That would include completing an application form, having a background check that includes criminal records and the sexual offender registry, an individual interview with the Rector, reference check, and DMV check if the person would be transporting children or youth.
 - b. Attend three (3) hours of child abuse prevention education and training approved by the diocese. If no trainings are available before beginning to work with children they must attend a one hour child abuse awareness training before beginning work with children.
5. Those who are already regularly working with children at the time that these policies are instituted by St. Barnabas will be expected to:
 - a. Attend three (3) hours of child abuse prevention education as soon as possible unless they have already attended such a training.

- b. Schedule a meeting with the Rector to discuss their ministry.
 - c. Provide information necessary for a background check.
6. The following people will be considered to occasionally work with children or youth:
 - a. Assistant Sunday School teachers who will not be teaching the children alone
 - b. Volunteers at Vacation Bible School
 - c. Substitute Sunday School teachers who work with the children or youth four or less times per year
 - d. People who provide transportation for children and youth
 - e. Adults who participate in overnight activities with children or youth
 - f. Those who assist in the nursery four or fewer times per year
7. Those who wish to begin to work with our children or youth on an occasional basis will:
 - a. Go through the screening process outlined in the diocesan policy. That would include completing a standard application form, providing information necessary for a background check, an interview with the Rector or the supervisor of the program, a reference check of at least one person outside the congregation, and a DMV check if the person will be transporting children or youth.
 - b. Attend one (1) hour of child abuse awareness education before beginning to work with children or youth.
8. Those who are already occasionally working with children at the time that these policies are instituted by St. Barnabas will be expected to:
 - a. Attend one (1) hour of child abuse prevention education as soon as possible unless they have already attended such a training.
 - b. Schedule a meeting with the Rector or supervisor to discuss their ministry.
 - c. Provide information necessary for a background check.
9. This policy will be posted on the St. Barnabas Web Site
10. A printed copy of this policy will be available and visible in the entrance to the church, the office, the nursery and the Sunday School Rooms.
11. Each year the vestry will review the safe church policies of St. Barnabas to evaluate their effectiveness.