



THE DIOCESE OF
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FOR THE SAKE
OF OTHERS



POLICY MANUAL FOR THE PROTECTION OF CHILDREN

Revised December 2021



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IF YOU ARE CONSULTING THIS POLICY MANUAL IN A CRISIS SITUATION, CONTACT YOUR CONGREGATION COORDINATOR.

MY CONGREGATION COORDINATOR IS:

(FILL IN NAME AND PHONE NUMBER)

MY LOCAL CONTACT TO REPORT SUSPECTED CHILD ABUSE IS:

(FILL IN NAME AND PHONE NUMBER)

IF YOU HAVE QUESTIONS FOR THE DIOCESAN OFFICE,
PLEASE EMAIL COMMUNICATIONS@C4SO.ORG.



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Thank you for your willingness to serve the children at your church. To ensure you are equipped to serve children in your care, please carefully review this policy, which describes best practices and requirements for protecting children in the churches and ministries of The Diocese of Churches for the Sake of Others (“C4SO” or “the Diocese”). These guidelines are intended to foster a healthy and nurturing environment in which children can grow in relationship with Jesus Christ.

Sadly the reasons for protection policies are numerous (APPENDIX I). The harmful effects of sexual abuse are consistent with what one would expect with such a destructive act and often persist into adulthood. Abused children often become adults who suffer from low self-esteem, are unable to form and keep healthy relationships, and struggle to maintain healthy boundaries.

The protection of children is not a packaged program that takes place during defined hours. Caring for the vulnerable is woven into the DNA of C4SO. Advocacy for the welfare of others is who we are and how we live. We encourage you to join us in adopting this mindset in all that you do, for the sake of others.

As you participate in this process, you join with the many who are committed to protecting and serving those most vulnerable. We’re grateful for the many ways you offer your time and gifts to the service of God’s people. It is through the efforts and collaboration of those like you -volunteers, clergy, employees, and lay leaders - that the Church is able to serve those who are entrusted to us and to lead them in the ways of faith.

Your rector or congregation coordinator for the protection of children and youth will ask you to sign a form acknowledging that you have read and understand this policy and have completed the mandatory training. He/she will also verify your doing so.

If you have any questions, please email communications@c4so.org.

In His Service,

C4SO Diocesan Team

Churches for the Sake of Others, a Diocese of the Anglican Church in North America (ACNA)



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Collect for the Care of Children

Almighty God, heavenly Father, you have blessed us with the joy and care of children: Give us calm strength and patient wisdom as we bring them up, that we may teach them to love whatever is just and true and good, following the example of our Savior Jesus Christ, Amen. (BCP, p. 829)

Note for clarity: In the Anglican Church a rector is a member of the clergy who has charge of a church or parish. The term rector, used throughout this policy, may be considered interchangeably with pastor.

GUIDING VALUES FOR THE PROTECTION OF CHILDREN

Love, understood as willing the good of the other, is our overall highest value. Cherishing and treasuring youth automatically rules out unkindness and abuse of all kinds. In serving youth, we seek to be the kinds of people who could and would follow the teaching of Jesus to love our neighbor as our self. We don't ever want things from youth to satisfy something in us, we want things for them: growth in Christ, in the Spirit, in the kingdom of God, in love and service to others.

Respect, admiration and reverence are close seconds to love. Children are not children—some sort of sub-species of adults. They are, by the will and creation of God, persons in their own right. Thinking of Psalm 8:

What [are children] that you are mindful of them, human beings that you care for them? You have made them a little lower than the angels and crowned them with glory and honor. You made them rulers over the works of your hands; you put everything under their feet.

As leaders in children's ministry you do not merely serve the next generation; you, working with the Spirit, shepherd into being the glorious purposes of God for humanity—helping youth live out the precious potential for doing good that God created within them. Such a view of your work will eliminate all manner of damaging God's creation and will spark in you a strong desire to protect youth from any predator.

A NO-TOLERANCE DIOCESAN APPROACH

Everyone who serves the church through educational, pastoral, recreational or other activities is expected to maintain the highest biblical standards in relationships with those to whom they



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minister, avoiding any form of misconduct. That commitment extends to sexual and physical behavior. C4SO will not tolerate any form of abuse involving clergy, lay employees, volunteers or other persons. In addition, because the safety of children is of the highest importance, those who have a civil or criminal record of child abuse are unable to serve as volunteers in a youth program.

ROLES AND RESPONSIBILITIES

The Rector:

Has overall responsibility for the administration of this policy within the church he/she leads and for providing all reports requested by the Diocese. In the absence of a Rector, the Priest-in-Charge, Lay Leader, or Senior Warden is responsible. Duties may be delegated, except in those areas specifically delineating action by the Rector.

Ministry Supervisor:

Is responsible to partner with the congregation coordinator to enforce the C4SO Policy Manual for the Protection of Children.

The Congregation Coordinator:

Oversees local implementation of child protection disciplines as per this policy. The Coordinator may be the Rector or someone he/she designates. Larger churches may have multiple people overseeing different departments within the congregation, while smaller churches may have one person responsible for all child and youth programs.

The Volunteer/Employee:

Is responsible for complying with and acting upon the policies for the protection of children and youth. In all matters concerning children and youth, the volunteer is responsible to the congregation coordinator or rector, if not the same person. If ever you are in doubt about who is in charge of overseeing child protection in your volunteer environment, ask your supervisor.

DEFINING CHILD ABUSE

Child abuse, in practical terms, refers to an act committed by a parent, caregiver or person in a position of trust (even though he/she may not care for the child on a daily basis) which is not accidental and which harms or threatens to harm a child's physical or mental health or welfare. Each state has its own definition of what constitutes "child abuse" under civil and criminal laws, and each church in the Diocese should be familiar with the relevant laws and legal definitions in its jurisdiction. Please refer to "Report Suspected Child Abuse" page on our website. In general,



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the definitions of “child abuse” and “child neglect” in all states in our Diocese include the following elements (among others):

- Physical abuse
- Neglect (both physical and mental)
- Sexual abuse/Exploitation

For specific definitions of child abuse and reporting procedures in your state, review the state law sheets on www.c4so.org/childrenandyouth/report-child-abuse. We review these annually.



The Diocese and your congregation are committed to creating a positive and healthy environment for students through a five-step approach:

1. Screening
2. Training
3. Interacting
4. Monitoring
5. Responding and Reporting

Please read carefully for practical guidelines and best practices. Your knowledge, commitment and participation are invaluable to this process—we couldn’t do it without you!



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STEP 1: SCREENING

Congregations like yours use screening tools like background checks and reference checks to have the greatest assurance that the employees and volunteers they are assembling and monitoring are properly suited and adequately trained for the outlined responsibilities. These screening procedures apply to everyone who serves at your church or volunteers with children, even for special events and day camps. Your church is expected to know and comply with applicable state laws and insurance terms/conditions. Thank you for your cooperation.

STEP 2: TRAINING

Training is an important deterrent to abuse and focuses on recognizing inappropriate behaviors and the warning signs of potential abuse.

In person training at the parish is an important part of learning how to respond to the challenges of protecting children. But it is not the only part of training. Reading and understanding this policy manual is key in your training. You'll be asked to sign the acknowledgment form (APPENDIX II) indicating you have done so and understand your church's implementation of this policy and your role within it.

Your training also includes MinistrySafe, the sexual abuse awareness training program endorsed by The Anglican Church in North America (<http://www.anglicanchurch.net/?/main/page/174>). Every two years, all clergy, lay ministers, employees and volunteers who have contact with children and youth must complete MinistrySafe Sexual Abuse Awareness Training or a Diocese-approved equivalent. Your church will provide materials and instructions. This training must be successfully completed before you begin to work in youth ministry. If you have any questions about whether you have completed your training or if it has expired, ask your congregation coordinator.

Training is continuous as long as you're a volunteer. In order to keep your protection skills current, you will undergo review sessions regularly.



STEP 3: INTERACTING

Organized by categories you may encounter in your work with children (Communication, Sexually-Oriented Materials, Social Media, Photography, Physical Interaction, Drugs and Alcohol, Restroom Use, the Release of Children, and Transportation), the following best practices help children and adults feel safe in ministry and help detect problems before they turn into an incident of abuse.

COMMUNICATION

- As a volunteer, strive to keep verbal interactions with children, parents and other staff encouraging and constructive. Always be mindful of your mission of aiding parents in the spiritual growth and development of their children.
- Make sure that no reasonable observer could construe any of your conversations or language as harsh, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. Always refrain from swearing in the presence of children.
- Don't engage in any sexually-oriented communications with children (except as noted in the following section in educational or abuse-reporting contexts). Refrain from discussing any inappropriate or explicit information about your own personal relationships, dating, or sexual activities.
- Report any sexually-oriented communications involving a child to the congregation coordinator or clergy.

SEXUALLY-ORIENTED MATERIALS

- You may use (subject to limitations imposed by the rector or rector's designee) age-appropriate materials when leading discussions dealing with human sexuality/sexual abuse prevention/sexual purity.
- Make any prospective material available to the parents of participants for review, and give parents sufficient notice to opt out, should they have concerns or objections.

SOCIAL MEDIA

- Ask parents for permission before connecting with their children on social media.
- Don't connect with children on social media when they are younger than the minimum age as established by each social media outlet (for example, Facebook's minimum age is currently 13).
- With parental consent, engage in healthy interactions with youth on social media. Facebook



STEP 3: INTERACTING (CONT.)

and all social media avenues are important ways for youth ministry staff and volunteers to connect with students, whose world is often constructed around social media.

- Use personal interactions on social media avenues to model appropriate behavior both on and off social media.
- Report any concerns about social media to your congregation coordinator.

PHOTOGRAPHY

- Do not use photos of children and youth without written parental permission.
- To request permission to use photos of their children, ask parents to fill out a written consent form and keep it on file at the church. We recommend that churches obtain signed parental consent release forms annually, respecting the parents who are non-consenting.

PHYSICAL INTERACTION

- Make sure that any physical contact is for the benefit of the child, and never based on your own emotional needs.
- According to Diocesan policy, do not use physical discipline in any form for behavioral management of children. Prohibited behaviors include spanking, slapping, pinching, hitting, or any other physical force as retaliation or correction for inappropriate behaviors by children. Discipline children using time-outs and other non-physical methods of behavior management.
- In some circumstances, you may use physical restraint to prevent self-injury by the child and/or harm to others or to property.
- Immediately report uncontrollable or unusual behavior to parents, the children's ministry director and/or clergy.
- Appropriate physical affection between staff members or volunteers and children is important for children's development, and is generally suitable in the church setting.

Appropriate physical affection includes:

- | | | |
|--------------|-------------|--------------------|
| - high-fives | - thumbs up | - smiling |
| - handshakes | - head pat | - pats on the back |
| - fist bumps | - side hug | |



STEP 3: INTERACTING (CONT.)

Inappropriate physical affection includes:

- wrestling
- tickling
- sitting on laps (except in nursery-aged children)
- kissing on the lips
- full frontal hugs
- commenting on children's bodies
- forcing unwanted affection

- Inappropriate touching and inappropriate displays of affection are forbidden. Report any inappropriate behavior or suspected abuse by a staff member or volunteer to the appropriate authority. Please review your state law sheet to determine if you are required by law to report suspected abuse directly to the State. If you are not a mandatory reporter, reports of suspected abuse must be made to 1) the congregation coordinator, and 2) the senior warden and/or clergy.
- Only give physical contact and affection in observable places. It is much less likely that touch will be inappropriate or misinterpreted when physical contact is open to observation.
- Avoid even the appearance of wrongdoing in the area of physical contact. Your personal behavior must foster trust at all times. Make your personal conduct above reproach.
- Do not force physical contact, touch, or affection on a reluctant child. A child or youth's preference not to be touched must be respected at all times.
- You are responsible for protecting children under your supervision from inappropriate or unwanted touch by others.

VIRTUAL ENVIRONMENTS

We understand that engaging children and students may include not only in-person but also virtual gatherings. The following are guidelines for virtual events:

- All participants, adults, children, and students, should be fully clothed, including portions of the body that may be "off camera."
- Adults should not be in their bedrooms, on their beds, or have a bed in the background of their camera.
- Adults must not have suggestive, political, racist, or similar materials or images on their screens or in their backgrounds. Children and students should be requested to follow the



STEP 3: INTERACTING (CONT.)

same standards.

- Children and students should not be on their bed or have their bed in the background.
- An adult monitoring the virtual space for hackers or inappropriate use is required to host a virtual event.
- Virtual gatherings require a registration, and links should not be included on any social media or in broad email lists.
- Should a “Zoom bomb” take place, parents will be contacted.
- If a child or a student is sharing inappropriate, graphic, or other harmful material, they will be removed from the virtual environment and parents will be contacted.

Virtual environments are not suitable or safe for one-on-one gatherings and should follow the same standards as meeting in a physical room or transportation in a vehicle.

DRUGS AND ALCOHOL

- Refrain from the use, possession, or being under the influence of tobacco products, alcohol, or any illegal drugs while in church facilities, while traveling with or in the presence of children or their parents, during church-sponsored activities, or while working with or supervising children.

RESTROOM USE

Nursery-Aged and Special Needs Children

Because nursery and special needs children may require complete assistance with their bathroom activities, please observe the following policies:

Diapering

- Only screened and trained nursery workers or the child’s parent or legal guardian will undertake the diapering of children of either sex.
- Change diapers in plain sight of other nursery workers; do not leave children unattended while they are being changed.
- As soon as you change the soiled diaper, re-clothe and re-diaper the child immediately.



STEP 3: INTERACTING (CONT.)

Toilet Training and Personal Hygiene

- Do not force any child to toilet train.
- Only screened and trained nursery workers or the child's parent or legal guardian will participate in toilet training efforts with children.
- Leave the stall door partially open when you are assisting a child in the bathroom.
- Do not leave preschool-aged children unattended in bathrooms.
- Assist children with straightening their clothing before they return to the room with other children.
- Handle "accidents" by reassuring the child and completing the changing of diapers or underwear and clothing.

Elementary-Aged Children

- You may accompany elementary-age children to the restroom for supervision and assistance when needed. However, children should receive the minimum amount of assistance needed based upon their individual capabilities. You may also use a same-aged- peer buddy system.
- Take steps to avoid being alone with one child in the restroom. If you have to go into the restroom to check on an individual child, seek out another worker to accompany you. If another worker is not available, go to the exterior bathroom door, knock, and ask if the child needs assistance. If the child requires assistance, leave the exterior bathroom door open when entering the bathroom area and try verbally to assist the child in completing his/her activities, while the child remains behind the door of the bathroom stall.

THE RELEASE OF CHILDREN

- You are responsible for releasing children in your care at the close of services or activities only to parents, legal guardians, or other persons designated by parents or legal guardians. It is presumed that a person who drops off a child or student has authority to pick up the child. If possible, get written instructions from the parents giving the name of any individual authorized to pick up the child. If the parent has not done so, offer to write down the instructions and have the parent sign their approval.
- If you are uncertain of the propriety of releasing a child, immediately contact your immediate supervisor before releasing the child.



STEP 3: INTERACTING (CONT.)

TRANSPORTATION

- From time to time, you may be in a position to provide transportation for children and/or youth. If you are an adult volunteer driver, provide to the church copies of your valid driver's license, vehicle registration, and proof of insurance.
- Use child safety seats that meet federal standards. You and your passengers must also follow airbag age/weight regulations per specific vehicle guidelines.
- Never travel alone with a child in a vehicle (except in a parent/child or other familial situation). Ensure you always have two or more adult participants. You may then transport as many children as the seat belt limitations of the vehicle allow; seatbelts are ALWAYS required. If an extenuating circumstance causes you to travel alone with one child in an automobile, obtain permission from a parent or legal guardian of the child. This permission should be written and signed by the parent/guardian; if only verbal consent is obtainable, make sure you document it. Transport the child in the back seat of the vehicle in such circumstances.
- Do not use cell phones, including hands-free devices, while driving on church business or church-related activities—unless in an emergency in which phone contact is critical to the safety of a passenger.
- Transport children directly to their destination. Avoid unauthorized stops to a non-public place. Make group stops for meals, refueling, and restroom breaks. Avoid transportation circumstances that leave only one child or youth in transport.
- Avoid physical contact with children while in vehicles.

STEP 4: MONITORING

- **Maintaining an ongoing child-safe environment always includes having two approved and trained adults present wherever there are children.**
- Be diligent in monitoring and supervising children's and youth activities in all settings at all times. Monitoring helps detect problems before they turn into an incident of abuse and helps adults avoid wrongful allegations of abuse where none has occurred.



STEP 4: MONITORING (CONT.)

- Design all children’s activities to be supervised by two or more screened and trained individuals. Never leave an unattended child in the building or on the property during or following a church activity.
- Don’t conduct unobserved meetings or interactions with children.
- If in a discipleship or mentoring relationship with a child, conduct your interactions in a public place or where other persons are present.
- Extend an open invitation for parents to visit at any time unannounced.
- Carefully review new programs and/or significant changes to a program structure.
- Keep interactions with children in full view of others at all times. Keep unused rooms locked where possible. Conduct all meetings and interactions with children in a room with an internal window that allows for constant observation of activities in the room at all times. If such a room isn’t available, keep the door to the room open at all times so that all activities inside the room are visible from the hallway outside the room.
- Keep children in supervised areas within the church building.

STEP 5: RESPONDING AND REPORTING

As a volunteer, you are in a relationship of authority and trust with the people to whom you minister. Thus, you must respond at the earliest opportunity if misconduct occurs, or you have reason to believe it is occurring, following the correct reporting protocols. Visit www.c4so.org/childrenandyouth to find the applicable state sheet. Review it carefully to determine who is required to report potential abuse, and follow your state’s procedures.

As a volunteer or employee, you are in a influential relationship of authority and trust with those to whom you minister and their families. This is not an easy topic to discuss with them. It is up to adults to be the primary protectors. Knowing this, you’re expected to respond at the earliest opportunity if misconduct occurs, or you have reason to believe it is occurring, following the appropriate reporting protocols.



STEP 5: RESPONDING AND REPORTING (CONT.)

There are two immediate concerns when you suspect abuse has taken place. First, immediately report to the rector or ministry supervisor. Second, follow the guidance below.

Responding to the Victim

If, by their own disclosure, or some other behavior, you come to suspect that a child is experiencing or has experienced child abuse or neglect, you will need to take appropriate steps to assure the best response for the victim. Reasonable suspicion that a child is abused or neglected may also occur in other ways. For example, a perpetrator may confess such abuse or neglect to a clergy member, or someone may observe physical or behavioral indicators of abuse or neglect in a child.

When you have a suspicion or learn of abuse, you should do the following:

- Respect the child's privacy by finding an appropriate non-threatening, yet still observable by others place to talk. If possible, ask a staff member, another trained volunteer, or other responsible adult to join in listening to the child's account.
- Keep calm, listen, and avoid expressing shock or outrage.
- Let the child know that he/she is believed.
- Assure the child/youth that any abuse was not his/her fault.
- If helpful, tell the child that he/she was brave to disclose the abuse.
- Avoid questions that could make the child feel responsible or plant ideas that could taint the child's recollection and account.
- Write down as accurately as possible what the child disclosed.

Do not discuss the information with, or in the presence of, other people who do not need to know what happened. Limit discussion about the information to parents and appropriate church and legal authorities as discussed further below.

INTERNAL CHURCH COMMUNICATION AND REPORTING

You must promptly report to your congregation coordinator and/or to the rector (or his/her designee) whenever you:

- Are involved in or become aware of any sexually-oriented communications involving a child connected with the church; or



STEP 5: RESPONDING AND REPORTING (CONT.)

- Are involved in or become aware of any inappropriate behavior involving a child by a clergy person, a staff member, or a volunteer; or
- Are arrested for, or convicted of, any crime involving child abuse and/or neglect, are charged with child sexual abuse in a civil proceeding; commit an act of child sexual abuse; or (except as otherwise prohibited or limited by applicable laws and regulations) are diagnosed with any paraphilic psychological condition, as defined by the American Psychiatric Association, including, but not limited to, pedophilia, voyeurism or exhibitionism; or
- Become aware that a member of your household has been arrested for, or convicted of, any crime involving child abuse and/or neglect; been charged with child sexual abuse in a civil proceeding; committed an act of child sexual abuse; or (except as otherwise prohibited or limited by applicable laws and regulations) been diagnosed with any paraphilic psychological condition, as defined by the American Psychiatric Association, including, but not limited to, pedophilia, voyeurism or exhibitionism; or
- Become aware that a person who is attending the church has been arrested for, or convicted of, any crime involving child abuse and/or neglect; has been charged with child sexual abuse in a civil proceeding; has committed an act of child sexual abuse; or (except as otherwise prohibited or limited by applicable laws and regulations) has been diagnosed with any paraphilic psychological condition, as defined by the American Psychiatric Association, including, but not limited to, pedophilia, voyeurism or exhibitionism.

REPORTING TO CHURCH AUTHORITIES AND/OR THE STATE

- When there is reason to believe child abuse or neglect has occurred or is occurring, act immediately. Do not ignore or fail to take seriously any reported incident.
- Reporting requirements for suspected child abuse and neglect include two separate authorities with different requirements: reporting within the church, and reporting to state authorities. As an initial matter, report every suspected incident of child abuse or neglect to your appropriate church leader. This helps both you and the church to determine whether a report to the state is appropriate. State specific requirements are shown at www.c4so.org/children.
- In some states, volunteers are classified as mandatory reporters. In those states where volunteers are mandatory reporters, make the report directly to the appropriate state



STEP 5: RESPONDING AND REPORTING (CONT.)

authority, then complete your legal duty by reporting internally to the rector or bishop. Please refer to the state sheet included with this policy manual to determine who is a mandatory reporter.

- If you are not a mandatory reporter, immediately notify the congregation coordinator and rector.

MEETING IN HOMES

C4SO requires that any church-sponsored offsite event that includes childcare conform to church standards as per this policy. If it is not an event that is church-sponsored, the Diocese encourages as many or all of these disciplines as feasible.

- 1. Private events** take place when members of the congregation meet in the home of a member or regular attendee with no sponsorship by the congregation's leadership. In the community life of the church, individuals often develop friendships that lead to social or spiritual gatherings in homes, generally without the knowledge of the church. This is normal and expected. The congregation's leadership does not have a role in oversight of activities of this type. Congregational leadership may become aware of these events and even be invited to them. However, gatherings initiated by congregation members themselves are not church events and it would be intrusive for the church to attempt to institute controls. But if church leaders are aware of risks in these situations (such as a sex-offender participating in a social setting where children are playing in another room), that matter should be discussed with the rector to see if informal advice should be given to the host.
- 2. General events in homes** take place when the congregation conducts its activities in the homes of its members. These are very typical of smaller churches and obviously, house churches. In those instances where a congregational event takes place in a home, the same principles of protection apply as to any event that is held in a dedicated church space. That



MEETING IN HOMES (CONT.)

is, if a church event takes place in the home and children and/or youth are present, all the requirements of screening, training, interacting, monitoring and responding must be applied. Every event is required to have the appropriate childcare for all functions.

Depending on the function and the size of the church and their Children's Department, it may be appropriate for the church to provide properly staffed childcare at the church during the event. **All church sponsored events in homes, even small groups, must adhere to the two adults rule for managing groups of children.** The best practice is to keep children segregated by age group with two adults overseeing each group. Volunteer childcare workers for small groups should be adults and must be screened and trained as any other volunteer. The risk of injury and molestation increases if adolescents are used as volunteer childcare workers. Parents may want to take turns supervising the children. Homes must be inspected for any dangerous conditions such as toxins or other dangerous substances prior to children and youth arriving. Individual members of the small group should check in on the children throughout the evening. Older children should be encouraged to report any inappropriate behavior they observe. Children should not be allowed to wander to the restrooms alone. The best practice is to contact the parent of the child and have them escort the child to the restroom.

You Make a Difference

Through the Spirit you are shepherding into being the glorious purposes of God for humanity. We thank God for your ministry. You are Christ's ambassadors in sharing His love, respect, admiration and reverence for His children. You are engaging with Christian disciples in an especially formative time of life. While this is a lot of information to absorb, the application of these sound practices provides protection for those most vulnerable in your congregation. Thank you.



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Appendix I

RAINN Statistics on the Sexual Abuse of Children and Teens

RAINN (Rape, Abuse & Incest National Network) is the nation's largest anti-sexual violence organization. RAINN created and operates the National Sexual Assault Hotline (800.656.HOPE, online.rainn.org and rainn.org/es) in partnership with more than 1,000 local sexual assault service providers across the country and operates the DoD Safe Helpline for the Department of Defense. RAINN also carries out programs to prevent sexual violence, help survivors, and ensure that perpetrators are brought to justice.

Of all sexual abuse victims under 18, 2 out of 3 are ages 12-17

Child victims know their perpetrator: Out of the yearly 63,000 sexual abuse cases substantiated, or found strong evidence, by Child Protective Services (CPS),⁶ the perpetrator was most often the parent.¹

- 80% of perpetrators were a parent
- 6% were other relatives
- 5% were “other” (from siblings to strangers)
- 4% were unmarried partners of a parent

Child Sexual Abuse Is a Widespread Problem

- One in 9 girls and 1 in 53 boys under the age of 18 experience sexual abuse or assault at the hands of an adult.³
- 82% of all victims under 18 are female.⁴
- Females ages 16-19 are 4 times more likely than the general population to be victims of rape, attempted rape, or sexual assault.²
-

The effects of child sexual abuse can be long-lasting and affect the victim's mental health.

Victims are more likely than non-victims to experience the following mental health challenges:⁵

- About 4 times more likely to develop symptoms of drug abuse
- About 4 times more likely to experience PTSD as adults
- About 3 times more likely to experience a major depressive episode as adults



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SOURCES:

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2. Department of Justice, Office of Justice Programs, Bureau of Justice Statistics, Sex Offenses and Offenders (1997).
3. David Finkelhor, Anne Shattuck, Heather A. Turner, & Sherry L. Hamby, The Lifetime Prevalence of Child Sexual Abuse and Sexual Assault Assessed in Late Adolescence, 55 *Journal of Adolescent Health* 329, 329-333 (2014)
4. Department of Justice, Office of Justice Programs, Bureau of Justice Statistics, Sexual Assault of Young Children as Reported to Law Enforcement (2000).
5. H.M Zinzow, H.S. Resnick, J.L. McCauley, A.B. Amstadter, K.J. Ruggiero, & D.G. Kilpatrick, Prevalence and risk of psychiatric disorders as a function of variant rape histories: results from a national survey of women. *Social psychiatry and psychiatric epidemiology*, 47(6), 893-902 (2012).
6. United States Department of Health and Human Services, Administration for Children and Families, Administration on Children, Youth and Families, Children's Bureau. Child Maltreatment Survey, 2013 (2014).



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Appendix II
Policy for the Protection of Children
ACKNOWLEDGMENT OF RECEIPT

Clergy, Employees, Lay Ministers, Volunteers and Ordinands*

1. I have received the Diocese of Churches for the Sake of Others (C4SO) Policy Manual for the Protection of Children and that I have read and understand its contents. I understand how this is implemented in my local church and my role in that.
2. I have completed the Diocesan-approved Sexual Abuse Awareness Training required in the C4SO Policy Manual for the Protection of Children. I understand that the policy may be modified at any time, and that any guidelines may be amended, revised, or eliminated at any time by my church. I am responsible for reading any amendments or revisions and complying with them.

I am (circle appropriate group):

Clergy Employee Lay Minister Volunteer Ordinand

Signature

Date

Print Name

Position

Congregation

City

*This form must be signed and returned by ALL:

- Clergy canonically resident, licensed or serving in this Diocese
- Lay ministers licensed by this Diocese
- Employees of Congregations (full and part-time)
- Volunteers who work with children
- Ordinands for Holy Orders

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**Congregation coordinator**

Retain and file originals. Congregations are responsible for retaining these forms indefinitely.



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## Appendix III

### **Parental Consent Form for Use of Videos and Photos of Minors**

\_\_\_\_\_ *[Church name]* recognises the need to ensure the welfare and safety of all young people taking part in any activity associated with our organisation. In accordance with our child and youth protection policy we will not permit photographs, video or other images of children or youth to be taken without the consent of a parent. As your child will be taking part in to take place \_\_\_\_\_ *[Insert name of specific event, or reference continuing child and youth classes or programs]*, we would like to ask for your consent to take photographs/videos of the event or activity that may contain images of your child. It is likely that these images may be used as

- a record of the activity or the event which may be presented on the church website or social media
- in a written evaluation report of the activity or event that will be viewed by the church
- publicity material for further activities or events on leaflets/websites/brochures
- illustrations of the activities or events in published articles

The church will take all steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform the rector or child protection coordinator immediately.

We would be grateful if you would return this form to the child protection coordinator by

\_\_\_\_\_ *[Date]*.

I, \_\_\_\_\_ *[Parent]*, consent to / do not consent to *[circle one]*  
\_\_\_\_\_ *[Church]* photographing or videoing \_\_\_\_\_  
\_\_\_\_\_ *[name of minor]*.

Date: \_\_\_\_\_



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