

Safe Sanctuaries Policy

Saline First United Methodist Church, Saline, Michigan

Revised as Approved by Council October 24, 2016

Revised per Safe Sanctuary Committee September 16, 2014

Revised as approved by Council May 14, 2013

Council Approval February 25, 2013

Our Responsibility

Jesus said, "Whoever welcomes a child...welcomes me" (Matthew 18:5)

Children are full participants in the life of the church and in the realm of God. Jesus also said, "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were drowned in the depth of the sea" (Matthew 18:6). God calls us to make our churches safe places, protecting children and other vulnerable persons from abuses. God calls us to create communities of faith where children and adults grow safe and strong. (From The Book of Resolutions of the United Methodist Church).

The Council, members, and staff of First United Methodist Church of Saline recognize that children, youth, and vulnerable adults are entrusted to the care of adults who lead church ministries both on and off the FUMC of Saline campus and also in educational and recreational programs operated by others on FUMC of Saline property.

The Council, members, and staff of FUMC of Saline are committed to maintaining an environment in which children, youth, and vulnerable adults are protected from physical, emotional, and sexual abuse, and in which church staff and volunteer providers are protected from potential false allegations of abuse.

To achieve the goals of preventing either incidents of abuse or the unfounded assertion of such conduct, First United Methodist Church of Saline has developed appropriate measures to be followed in the following areas:

- A. The interviewing and selection of staff and volunteers involved in the supervision of children, youth, and vulnerable adults.
- B. Orientation and training of approved care providers
- C. Supervision of these providers by trained leadership
- D. Reporting of and responding to any incident and/or allegation of the abuse of a child, youth, and/or vulnerable adult.

The general policy and procedures shall apply to all persons, whether compensated staff, volunteer providers, all church members, visitors, and guests. As situations arise in the future which are not appropriately covered by a specific procedure or policy, this policy may be revised with the approval of Council.

1. Selection & Recruitment Guidelines:

- a. The following qualifications will be used for determining if an applicant can be a provider with FUMC of Saline ministries involving child/youth/vulnerable adult:
 - i. All providers must be age 16 or older.
 - ii. No one shall be permitted to serve as a provider or leader who may represent a significant risk of committing abuse or neglect, or intentionally and/or maliciously violating any part of this policy.
 - iii. No one shall serve as a provider if he/she is known to have been previously convicted of, or pled guilty to any crime arising out of any act or conduct involving sexual abuse, or any act or conduct which is of a sexual, molesting, seductive, or criminally deviant nature, whether or not such conduct involved a child. This includes, but is not limited to; crimes involving pedophilic behavior, incest, rape, assaults involving children, youth or vulnerable adults, murder, kidnapping, pornography, sexual harassment, and the physical or sexual abuse of any person. This qualifying rule shall be applicable no matter how long ago the crime occurred.
 - iv. No one shall serve as a provider who has had a verdict rendered against him or her in any civil action out of any personal act or conduct related to sexual abuse, sexual harassment, or physical abuse of a child/youth/vulnerable adult. This qualifying rule shall apply no matter how long ago the civil verdict was rendered.
 - v. No one shall serve as a provider who has participated as a perpetrator in any previous act of sexual abuse, sexual harassment or physical abuse of a child/youth/vulnerable adult. This qualifying rule shall apply no matter how long ago this occurred or whether a civil or criminal verdict was rendered.
- b. **Required Forms & Signatures.**

All persons who work with child/youth/vulnerable adults must fill out and have on record an Application and Covenant of Participation. The Confidential Background Information sheet and signed authorization for a police background and sex offender registry checks are also required. Applications will be updated by the person as needed to maintain current information, and a new Confidential Background Information sheet and signed authorization for the background check will be required every three years.
- c. **Interview**

All persons who work with child/youth/vulnerable adults will meet with the staff member responsible for the ministry working with to review roles, responsibilities, and expectations.
- d. **Training**

All persons who work with child/youth/vulnerable adults must be Safe Sanctuaries trained. The initial training shall be attending a Safe Sanctuaries training session, and the person will be considered trained for 3 years after that training session. After 3 years, a person is required to renew their Safe Sanctuaries training by attending a Safe Sanctuaries training session, or by completing a refresher Safe Sanctuaries module and test.

2. **Supervision Guidelines:** All meetings of children, youth, and vulnerable adults affiliated with 1st UMC of Saline will be governed by the following guidelines. The preschool is required to abide by the State of Michigan Licensed Child Care regulations. The preschool must abide by the stricter of this policy or State of Michigan regulations when applicable.
- a. On-site Procedures
 - i. In order to protect the children, youth, vulnerable adults (child/youth/vulnerable adult), staff, and volunteers, providers shall not be left alone with a child/youth/vulnerable adult. They should be in sight or earshot of another adult. There shall be no one on one contact. The only exceptions to this policy would be a situation where the contact occurs in a public place where other persons are in and out of the area where the provider is working with the child/youth/vulnerable adult, or a signed waiver has been provided.
 1. It is highly recommended that there be two adults present in classrooms where child/youth/vulnerable adult are participating in a particular ministry. One adult is permissible provided there is a floater adult within eyesight or earshot.
 2. Classroom doors have windows in them to provide visual access.
 3. Classroom and office doors can be left open to provide auditory access to those in the nearby vicinity.
 4. Hallways with classrooms will have a floater present during the hours assigned to that particular ministry.
 - ii. Restroom use: A teacher or leader can come to the doorway of their classroom and ask the floater to accompany the child to the restroom. The floater will wait at the restroom door for the child. If a child/youth/vulnerable adult require assistance in the restroom, assistance will be from a same sex provider.
 - iii. On-site Ratios are as follows:
 1. Children (ages 0-2 years) 1:4
 2. Children (ages 3-5 years) 1:10
 3. Children (ages 6-12 years) 1:12
 4. Youth (ages 12-18 years) 1:20

Reminder: All ministries shall have a minimum of 2 adults onsite.
 - iv. The Nursery (ages 0-2 years) will be staffed with one paid staff adult and one paid staff youth (age 16 or older) or parent volunteer in each room. Specific training regarding diaper changing and food allergies will be provided by the Director of Children's Ministry. Other than parents, persons who have not received Safe Sanctuaries training will not be permitted in the nursery.
 - v. Physical and verbal contact should be as follows:
 1. Physical affection **initiated by providers** should be limited to side-to-side hugs, pats on the back or forearm, touching the back of the hand and gently squeezing the hand. It is appropriate to ask for permission prior to initiating physical contact. If a child, youth, or vulnerable adult (child/youth/vulnerable adult) initiates physical contact, the provider should be the one to end the contact.
 2. It is not appropriate to make lewd or suggestive comments to child/youth/vulnerable adult. Details or discussions about one's intimate life are inappropriate. Participation in games or activities that encourage inappropriate physical contact will not be permitted.

3. Providers should model respectful and nurturing behaviors that do not interfere with another person's privacy.
 4. Adult volunteers in Youth Ministries will be given direction by the Director of Youth Ministry in regard to appropriate physical contact between youth.
- vi. Sign-in and sign-out procedure
1. All children (ages 3 years through and including fourth grade) participating in Sunday School will need to be signed in and out of the classroom by a parent, guardian, a sibling who is in seventh grade or older, or other adult authorized by the parent. If the provider is not familiar with a child's parent, they will ask for a photo ID.
 2. All children (ages 3 years through and including third grade) who attend Wee Worship and Kids Church will be provided a nametag they can find on the wall outside Room C. At the end of the church service they will need to be signed out by a parent, guardian, a sibling who is in seventh grade or older, or another adult who is authorized by the parent. If the provider is not familiar with a child's parent, they will ask for a photo ID.
 3. All Ministries serving children age 3 - 6th grade should have a procedure for registration and/or a sign-in/sign-out procedure that includes a mechanism for notifying parents of an emergency.
 4. All children through the age of 18 years who attend Friendship Ministry will need to be signed in and out of the program by a parent, guardian, or another adult who is authorized by the parent or guardian. If the provider is not familiar with a child's parent, they will ask for a photo ID.
 5. All children attending the Nursery will need to be signed in and out by a parent or guardian. A pager will be provided to the parent at the time of sign-in to be returned when the parent returns to pick up their child.
- vii. Building usage by outside organizations
1. All persons or organizations that wish to use the facilities at 1st UMC of Saline for an activity that is not church sanctioned or sponsored will receive a Covenant of Participation Form that will need to be signed and returned to the church office prior to the group's first meeting.
- b. Off-site Procedures:
- i. Driving procedures are to be followed at any time when transporting children, youth, or vulnerable adults (child/youth/vulnerable adult) to or from church sanctioned ministries.
 1. In addition to attending the Safe Sanctuaries training and completing the appropriate paperwork, those people who provide transportation must complete the Volunteer Driver Application, and provide a copy of their current driver's license, proof of automobile insurance, and registration. This information must be renewed on an annual basis. Drivers must be a minimum of 21 years of age.
 2. All state laws must be observed, including those regarding seat belts and the use of child car seats. Children in the front seat must be at least 12 years of age.
 3. Special provisions will be made when drivers will be awake all night at lock-ins, retreats, or other events so they are not driving when overtired.
 4. Youth should be discouraged from driving themselves to off-site activities. A youth will need to provide a waiver stating that he/she is able to transport self and siblings to church sanctioned activities.

5. Whenever possible, it is advisable to have two adults in a vehicle when transporting child/youth/vulnerable adult. When only one adult is present in a vehicle, there must be two child/youth/vulnerable adult in the vehicle. The only exception is if a parent has signed a waiver stating that their child can ride alone with that adult and the waiver is co-signed by the Director of Youth Ministries or Director of Children's Ministries.
 6. In the event that FUMC of Saline transports child/youth/vulnerable adult by bus, adults must be dispersed throughout the bus.
- ii. Permission Slips
1. A Youth Ministries general activity form will be on file for each youth who attends local youth activities. An activity specific permission slip will be necessary for all activities that take place at least fifty miles from FUMC of Saline. An Activity permission slip will be necessary for all Children's Ministry and Friendship Ministry activities that take place off the campus of FUMC of Saline.
 2. A completed Health History Record Form and Medical/Dental Consent Form for each child/youth/vulnerable adult will be carried by a provider while at the off-campus activity.
 3. Child/youth/vulnerable adult should be encouraged to take home an extra permission slip in the event that they want to invite a friend to an activity.
 4. Youth who come to an activity without a general activity form on file will require a verbal approval from a parent or guardian to participate if they are leaving campus. An adult in charge will speak to a parent or guardian and obtain emergency contact information. If an activity specific form is required the youth will not be able to participate without a permission slip.
- iii. Overnight Activities
1. Males and females will sleep in separate rooms. In the event that there is only one room allotted for our church group, males and females will sleep at opposite ends of the room. If it is deemed necessary for adults to share sleeping accommodations with child/youth/vulnerable adult, a minimum of two adults, the same sex as the child/youth/vulnerable adult, shall sleep in each area.
 2. Director of Youth Ministry will ask for specific accommodations that follow the Safe Sanctuaries guidelines when making reservations for ministry events. However, if those accommodations are unavailable, the Director of Youth Ministry will use his/her best judgment in determining sleeping arrangements.
- iv. Chaperone Ratios
1. Chaperone ratios for off-site activities will meet at least the same criteria as for on-site activities.

3. **Reporting Suspected Abuse:** The First United Methodist Church of Saline recognizes its obligation to report child abuse and will comply with all state and federal laws. In addition, the church recognizes its obligation for mutual accountability and recognizes each person's moral obligation for personal responsibility.

Any person working with minors or vulnerable adults should be aware of the laws that govern the reporting of all suspected child abuse. A copy of the Michigan Child Protection Law and all associated forms dealing with reporting abuse are located in the Youth and Children's Ministries office. The following procedure gives guidance for suspected abuse reported to a church worker, occurring on church property, or at a church sponsored function.

Any person working with child/youth/vulnerable adult will understand that discrete and confidential reporting of suspected abuse is critical to abuse prevention. This reporting reflects caring and is not an act of disloyalty. It is a moral obligation and a personal responsibility that takes precedence over any fear of personal or legal recrimination.

Reporting Procedure:

- a. Any suspicious activity, observed abuse, or victim allegations that are brought to the attention of a church worker must be reported immediately to the staff person responsible for that particular ministry.
- b. The person making the report of abuse or receiving the allegation from the victim, should document in writing what, when, where, how, the date, time, and circumstances under which the report was made.
- c. The staff person receiving the initial report will report immediately to the pastor in charge, then notify the state authorities. The staff person and pastor will notify the victim's parents and take any steps necessary to insure the victim's safety until the parents arrive. If a parent is the accused party, the staff person and pastor will insure the victim's safety until the appropriate authorities arrive. The worker who observed or was first told of the abuse should speak on the phone with the state authorities. If this report is being made anonymously, the report should take place in the presence of the pastor, a staff person, or other witnesses who can verify later, if necessary, the identity of the reporter. Once a phone call has been placed to state authorities, a written report must be filed within 72 hours.
- d. Persons who are the object of the report will be required to refrain from all child/youth/vulnerable adult activities until it is determined if further action will be taken.
- e. In cases of clergy or diaconal sexual misconduct, the policies of the Detroit Annual Conference will be followed.
- f. Take all allegations seriously. Be gentle and protective of the victim. Do not confront the accused abuser with anger and hostility. Treat him or her with dignity, but immediately remove them from further involvement with child/youth/vulnerable adult.
- g. The church crisis management team will determine how the church will respond to congregational concerns as well as the media. This team will consist of the Pastor or other clergy representative, the lay leader, and others as needed.

4. **Discipline Policy:** Our goal at Saline First United Methodist Church is that everyone coming into contact with our children, youth, and vulnerable adults will respond to unacceptable behavior firmly, but in Christian Love, holding the example of Christ before them and remembering that everyone should treat everyone else as a child of God. In keeping with the belief that we are all children of God, the unacceptable behavior of the child, youth or vulnerable adult would never render their dismissal from the ministry.

Discipline Is Not Punishment

Discipline is teaching, through experience, how to have self-control, self-reliance, self-esteem, and orderly conduct. It is assuming responsibility for our actions and making decisions about our behavior, which build healthy relationships. When guided by this policy, changes in old habits of ways of disciplining occur and the policy becomes a subtle corrective in what is said and done when unacceptable behavior is encountered.

Unacceptable Behavior

- Aggressive Physical Behavior (hitting, kicking, pushing, etc.)
- Verbal Abuse of Another Person (name calling, teasing, swearing)
- Destruction of Personal or Church Property
- Unwillingness to Participate Appropriately in Children, Youth and Vulnerable Adult Activities at Saline First United Methodist Church
- Treating others (adults, youth, and children) with disrespect
- Behavior that is disruptive to the activity

Responses to Unacceptable Behaviors:

Physical punishment is unacceptable and should never be used. You must not ignore the problem and must act quickly, not use sarcasm in response to a situation, not use demeaning labels, must not make assumptions (ask questions instead), and do not correct behavior in front of peers if possible, but in the presence of another adult. In the event that you must respond to a situation quickly and another adult is not present, please use your best judgment. Talk openly about the behavior and why it is not acceptable for Saline FUMC Children, Youth, and Vulnerable Adult Activities.

Tools for Saline FUMC Staff and Volunteers:

- Call each child/youth or vulnerable adult by his/her name. This builds relationships and makes that person feel as if they matter.
- Be understanding, but do NOT try to be one of the kids. You are an adult and are setting an example by your behavior.
- Be prepared for a situation that you know may arise. Be patient but clear when explaining why behavior is unacceptable.

Unacceptable Behavior Policy:

First Incident – The adult provider and child/youth/vulnerable adult discuss the expectation of behavior and what they can do differently next time to improve the situation.

Second Incident – The ministry director will be called in to discuss the situation with the adult provider, child/youth/vulnerable adult. The ministry director and adult provider will decide who will

contact a parent/guardian of the child/youth/vulnerable adult to discuss the incident and the setting up of a behavior covenant.

Third Incident – An incident report is filled out by the adult provider and kept on file by the ministry director. The ministry director will call a parent/guardian of the child/youth/vulnerable adult to discuss the situation. The child/youth/vulnerable adult will be able to continue in the program if accompanied by a parent/guardian during the next program session

Follow-up of Third Incident – Child/youth/vulnerable adult returns to the program without their parent/guardian. Ministry director confers with adult leader to determine if behavior has improved to the point where the child/youth/vulnerable adult can continue in the program without a parent/guardian present at each session.

Youthful Volunteer Guidelines

Safe Sanctuary Committee Approval 2015-11-09

Accepted by the Church Council 2016-02-22

Preface. Allowing children and youth who have not yet reached age 16 to volunteer in church ministries is deemed an effective opportunity for developing future volunteers. Consequently, children and youth may assist in church ministries to children, youth, and vulnerable adults prior to qualifying for Safe Sanctuary certification. However, since young volunteers have various degrees of maturity and reliability, the standards listed below are instituted.

Policy.

1. A Youthful Volunteer is defined as an individual less than sixteen years of age who wishes to assist in a church ministry.
2. A Youthful Volunteer may serve in church ministries to children, youth, and vulnerable adults when accompanied by and under the direct supervision of a parent, grandparent, or guardian who is Safe Sanctuary trained and certified. With parent's consent, a Youthful Volunteer may also serve under the direct supervision of an unrelated staff person or adult volunteer who is Safe Sanctuary trained and certified.
3. Candidates for Youthful Volunteer service must be personally known to the Ministry Director and be assessed by the Director to be of appropriate character, temperament, and maturity for service.
4. The circumstances for the Youthful Volunteer's service must be approved by the Ministry Director in advance.
5. While serving, the Youthful Volunteer must always be in the presence of and subordinate to an adult leader who is Safe Sanctuary trained and certified.
6. Youthful volunteers are not acceptable "second persons" vis-a-vis the Two Person Rule.
7. Youthful volunteers are prohibited from:
 - a. Being left alone with a child, youth, or vulnerable adult
 - b. Lifting or carrying a child
 - c. Enforcing order or discipline
 - d. Accompanying a child to the restroom
8. Youthful Volunteers may serve with their Safe Sanctuary certified parent on an occasional, incidental basis without specific training. However, those serving with other (nonrelated)

staff or volunteers or on a frequent or repetitive basis must attend a specific, age-appropriate training session and complete an Application and Covenant of Participation.

- a. Note: The Application and Covenant of Participation will be kept on file in the church office should the Youthful Volunteer, at some later date, need evidence of their service, e. g., on a job, scholarship, or college admission application.

Electronic Communications and Social Media Guidelines (for children and youth)

Safe Sanctuary Committee Approval 2016-10-11 (via email poll)

Accepted by the Church Council 2016-10-24

Preface. Electronic communication between leaders and youth has become an essential element of the Youth Ministries of our church. Not only has it developed into the primary channel for general announcements and arranging event logistics, but experience has indicated that many young people are more amenable to electronically sharing personal concerns and seeking counsel on issues than in person. In doing so, these individuals expect their communications to be a confidential exchange between themselves and the recipient. Unfortunately, however, private communications without third-party accountability have the potential for the development of inappropriate relationships between adults and youth. They also provide the opportunity for false allegations of inappropriate conduct by ministry workers.

A methodology for managing the delicate balance between adult accountability (similar to the two-person rule) and reasonable confidentiality of young individuals' personal concerns is therefore needed. An absolutely no-risk strategy that does not hinder our youth ministry has not been found, but the following guidelines are instituted to give a satisfactory level of safety:

Policy.

1. This policy governs the use of all forms of electronic communication, including telephone, email, text messaging, FaceBook®, Twitter®, Instagram®, Snapchat®, and any other mobile, cloud, or web based services which may emerge.
2. Contact information, as in telephone numbers, email addresses, Twitter® usernames, etc., of the children and youth are considered privileged information and should not be disclosed outside of the church leadership.
3. Posting, emailing, or otherwise transmitting images or videos of ministry activities is permitted with a ministry director's approval. Transmitted images and videos should not contain names or other personal identification of the children or youths involved.
4. Initiating electronic communication with children is not permitted. Should a child initiate electronic communication with staff or volunteers, a ministry director must be promptly notified. The ministry director will inform the child's parents. Should a child initiate electronic communication with a ministry director, the child's parents and another staff person must be notified.
5. The Youth Director may use electronic communications to inform, counsel, and encourage youth in the course of the ministry. When this results in consistent or frequent one-on-one communication with an individual, it should be disclosed to another staff person or volunteer.
6. Staff (other than the Youth Director) and volunteers that have been specifically assigned to mentor youth may similarly use electronic communications to further the course of their

ministry. Consistent or frequent one-on-one communication with an individual should be disclosed to the Youth Director.

7. Staff (other than the Youth Director) and volunteers that have not been specifically assigned as mentors should not participate in one-on-one messaging with youth unless an urgent situation demands immediate communication. When practical, such messages should be copied to the Youth Director or the recipient's parent. Frequent one-on-one contact or continuing dialog must be approved in advance by the Youth Director.
8. The Youth Director will notify parents that electronic communication will be used as an integral part of the youth ministry, preferably as part of the ministry's participant registration process.
9. Any communication received from a child or youth with disturbing content must be immediately disclosed to the Youth Director for remediation. This includes inappropriate subject matter, signs of bullying or being bullied, indications of high risk behavior, or evidence of poor mental health. Allegations of abuse must be handled as directed under **Reporting Suspected Abuse**.
10. All electronic communications must be above reproach and are subject to the same standards as stipulated for ministry meetings. As established under **Supervision Guidelines**, lewd or suggestive comments or details or discussions about one's intimate life are inappropriate. This prohibition extends to lewd images transmitted electronically (sexting). Inappropriate communications received from a youth must be disclosed to the Youth Director or another staff person for appropriate remediation.
11. No staff member or volunteer should consider any electronic communication with a child, youth, or vulnerable adult to be private. Where technically feasible, messages and postings should be retained indefinitely and made available to church and/or ministry leadership for review. The church reserves the right to require any adult who is involved in child or youth ministries to provide access to records of any electronic communication between that person and any vulnerable person, regardless of when or to whom that communication was made.

Note: Due to the wide and expanding range of electronic communication devices, software, and services, capturing all messages and retaining them in a central archive is not currently within the church's technical capability. However, staff and volunteers engaging in electronic communication with vulnerable persons are strongly encouraged to utilize whatever message retention features and resources their equipment, software, and service providers may have available.
12. Volunteers and staff posting personal information with adult content in their profile should not be virtually connected with youth/vulnerable adults. This includes comments on other's postings since all with access to the profile can see this content. Adult content includes use of inappropriate language, profanity, off-color humor, or anything of a sexual nature.
13. All leaders are cautioned that while they may view their online presence as a personal project, they will be regarded by others as a representative of the church ministry. Consequently, their views and conduct will be associated with the ministry and, to a greater degree, the church as a whole.

Notes.

1. As defined elsewhere in the Safe Sanctuary Policy:
 - a. Adult – Persons 18 years of age or older
 - b. Child – Persons from birth through and including attendance in the sixth grade

- c. Youth – Persons attending grades seven through the end of summer following graduation from high school, or if later, their 18th birthday.
2. References to "parent" may be interpreted as "legal guardian" when appropriate.
3. "Staff" includes temporary interns assigned to one of the church ministries.

Terminology

Adult - Person from age 18 years and older

Child – Persons from age birth through and including attendance in the sixth grade

Youth – Persons attending grades seven through the end of summer following graduation from high school.

Vulnerable adult – Individuals who because of age, developmental disability, mental illness, emotional stress, or physical handicap require supervision or personal care, or lack the personal and social skills required to live independently.

Abuse – Abuse means harm or threatened harm to an individual's health or welfare through physical abuse, emotional abuse, sexual abuse, sexual exploitation, and/or sexual harassment.

Training – Instruction in Safe Sanctuaries principles that will be required for all paid and volunteer providers in the ministries that involve children, youth, and vulnerable adults.

Physical abuse – Any non-accidental act or failure to act that result in bodily harm to a child, youth, or vulnerable adult.

Emotional abuse – Abuse in which person exposes a child, youth, or vulnerable adult to spoken and/or unspoken violence or emotional cruelty. Emotional abuse sends a message that the receiver is worthless, bad, unloved, or undeserving of love and care.

Sexual abuse – Any conduct of a sexual nature which violates or attempts to violate the free choice and consent of another person, and includes any criminal sexual act defined by any federal, state, or municipal law, which includes but is not limited to rape, sexual molestation, sexual battery, aggravated sexual battery, lewd and lascivious behavior, enticement of a child, indecent solicitation of a child, exhibiting sexually explicit material, or indecent liberties with a child, youth, or vulnerable adult.

Staff – Persons who are financially compensated by First United Methodist Church of Saline for the leadership and/or care they provide through ministries held both on and off the property of First United Methodist Church of Saline.

Volunteers – Persons who are not financially compensated by First United Methodist Church for the leadership and/or care they provide through ministries held both on and off the property of the First United Methodist Church of Saline.

Floater – Trained volunteer not assigned to a particular program activity and available to assist with any ministry needs.

Revisions

Documentation	Section	Change
<p>9/16/14 Safe Sanctuary meeting minutes 9/16/14. Remove "Volunteer" from title of Application.</p> <p>Add Revision page.</p>	1. b.	<p>Removed words in brackets [], italics are new words. All persons who work with child/youth/vulnerable adults must fill out and have on record [a Volunteer] <i>an</i> Application and Covenant of Participation. The Confidential Background Information sheet and signed authorization for a police background and sex offender registry checks are also required. [Volunteer} Applications will be updated by the [volunteer] <i>person</i> as needed to maintain current information, and a new Confidential Background Information sheet and signed authorization for the background check will be required every three years.</p>
<p>02/22/16 Added Youthful Volunteer Guidelines to policy.</p>	new	<p>Added new section to end of document before Terminology Youthful Volunteer Guidelines Safe Sanctuary Committee Approval 2015-11-09 Accepted by the Church Council 2016-02-22</p>
<p>10/24/16 Added Electronic Comm. & Social Media Guidelines to policy.</p> <p>Added <i>office use only</i> box to application page 1</p>	new	<p>Added new section to end of document before Terminology Electronic Communications and Social Media Guidelines (for children and youth) Safe Sanctuary Committee Approval 2016-10-11 (via email poll) Accepted by the Church Council 2016-10-24</p> <p>Updated Application Page 1 to add <i>Office Use Only</i> text box</p>