

# CONTINUING RESOLUTION

## CR12.04.J23. CHILD PROTECTION POLICY COMMITTEE

WHEREAS, this congregation is committed to provide a safe and secure environment for the children and young adults who participate in our programs, activities and ministries; and

WHEREAS, we long for children to be free from fear and to live in faith; and

WHEREAS, this congregation desires to build Christ-centered, positive, trusting relationships that nurture the healthy growth of children and strengthen families; and

WHEREAS, we recognize the need to develop programs and places that help children to flourish; and

WHEREAS, this congregation also seeks to comply with various federal and state legal requirements and our insurance carrier desires to protect and safeguard our children and young adults;

THEREFORE, BE IT RESOLVED that Trinity Evangelical Lutheran Church, Latrobe, PA (hereafter church) shall maintain A Child Protection Policy Committee (hereafter CPPC), which committee shall operate as a subcommittee (B12.15.03.b.) to the Personnel Committee (CR12.15.B.) of the Congregation Council. The CPPC shall function and operate as described below.

### I. FUNCTION

1. Review and make recommendations to the congregation for revising congregation policy regarding the safety of our children. Maintain and enforce the Child Protection Policy of this congregation (attached hereto and considered an integral part of this continuing resolution).
2. Provide training for all Worship Leaders, staff and volunteers working with the children regarding child abuse (physical and sexual) and congregation policy. Training should be presented prior to work with children.
3. Accept all applications of church members desiring to become an Approved Adult.
4. Delegate to the chair of the CPPC and the Administrative Pastor (pastor relating to the CPPC) the task of reviewing all applications.
5. Obtain a "Pennsylvania State Police Criminal Record Check," and a "Pennsylvania Child Abuse History Clearance" for all applicants, and a "Federal Bureau of Investigation (FBI) Criminal History Clearance", for all hired staff and any individual or volunteer who has not been a full time resident for a minimum of ten (10) continuous years of the Commonwealth of Pennsylvania.
  - i. The cost of the clearances will be covered by Trinity Evangelical Lutheran Church through funds determined by the Finance Committee (CR12.15.B.).
6. Submit a list of qualified candidates for Personal Interviews. Standard Personal Interview forms will be completed by the interviewer and will be included in the personnel file for each candidate.
7. Monitor Approved Adults to ensure that policies are being followed.
8. Keep a file of all permission slips, which will be stored in the congregation office.
9. Permission slips shall be maintained electronically by the church office for eighteen (18) years following the event. If an incident of abuse is reported relating to an event, the permission slips for that event will be maintained indefinitely.
10. Keep Congregation Council apprised of all activities of the committee.

11. A list of Approved Adults as a reference shall be maintained by the church office.
12. Determine appropriate disciplinary action or disqualification in response to a violation or violations of the Child Protection Policy.

## II. OPERATION

1. The CPPC shall consist of six members, with two year staggered terms, plus the Congregation Council president as an ex-officio member (B11.01.01.) and the Administrative Pastor (pastor relating to the CPPC). The Administrative Pastor and Congregation Council president will appoint members with the approval of the Congregation Council. There is no limitation on consecutive terms as a member of the CPPC.
2. The chairperson of the CPPC shall be elected annually by the committee or appointed under the care of the Administrative Pastor. The chairperson shall then be approved (B12.15.03.b.) by the Personnel Committee (CR12.15.B.). There is no limitation on consecutive terms as chairperson of the CPPC.
3. The CPPC should strive to meet at least quarterly and shall meet at the request of: the chairperson of the CPPC (II.2.); the Administrative Pastor or Congregation Council president; the Personnel Committee (CR12.15.B.); the Congregation Council; or officer (C11.01.) of this congregation.