

Crestwood Christian Church

SEXUAL ABUSE AND MOLESTATION PREVENTION POLICY

Approved by the Administrative Board, November 13, 2019

It is the policy of Crestwood Christian Church that all church employees and volunteers maintain the integrity of the ministerial, employment, and professional relationship, and the ministry of the Church, at all times.

Crestwood Christian Church prohibits and has zero tolerance for any sexual abuse.

Definitions

- *Physical abuse* is injury inflicted upon another person.
- *Sexual abuse* includes the following:
 - Inappropriate or unwanted sexual contact with another person.
 - Any sexual contact with another person who is less than 18 years of age.
 - Any other sexual contact that is prohibited by law.
 - Sexual abuse includes, but is not limited to, sexual assault, exploitation, molestation or injury, offensive, obsessive or suggestive language or behavior, unacceptable visual contact, unwelcome touching or fondling.
- *Emotional abuse* is any attempt to inflict mental or emotional injury to another person, or any action that results in an observable material impairment in the person's growth, development or psychological functioning.
- *Neglect* is failure to provide for another person's basic needs or the failure to protect them from harm by a person who has a responsibility for such other person's well-being during a particular time.
- *Responsible party* is any person other than a church employee designated by the Head of Staff, Youth Minister, or Children's Coordinator to be responsible for a specific church program or activity for children or youth.

Screening and Training

- All Church employees are subject to background checks. It is the responsibility of the Head of Staff to ensure background checks are conducted in accordance with this policy and the Church's personnel policies. An initial background check will be conducted prior to hire of every new employee. Subsequent background checks will be conducted no less than once every three years, at a time determined by the Head of Staff. Background checks shall be conducted by a third-party service provider capable of accessing local, state, and national records. The service provider or providers shall be chosen on the recommendation of the Head of Staff with the consent of the personnel committee. At a minimum, the background check should include

confirmation of identity and a search of criminal and sex offender records.

- All responsible parties who participate in children or youth programming sponsored by the Church are subject to background checks. Background checks shall be conducted in the same manner as background checks of employees, except shall be conducted annually at the beginning of the program year or such other time as the Head of Staff designates. Persons who are not part of Church-sponsored activities but who are involved with third-party groups that utilize the Church's facilities are not subject to this policy and are the responsibility of the sponsoring group. However, the Church reserves the right to revoke or limit use of its facilities by any group that it deems has insufficient abuse prevention policies.
- All Church employees and responsible parties will be trained on what constitutes abuse and how to respond. This training shall be in conjunction with training provided by the Crestwood Childcare Center, or shall be provided in such other manner as approved by the Head of Staff. Church employees must complete such training within three months of initial hire, and at least annually thereafter. Responsible parties must complete such training prior to their first designation a responsible party.
- A church employee or responsible party who has complied with the background check and training requirements of this policy shall be present for all children's or youth activities of the Church.

Prevention and Identification

- All church employees and responsible parties are required to read and sign the Child Protection Policy, which includes this information as well as other policies aim at protecting the children we serve.
- No church employee or responsible party shall participate in any one-on-one interactions with children affiliated with the Church outside of regularly scheduled program activities, unless approved by the parent or guardian of the child.

Reporting and Investigating

- All staff who suspect sexual abuse have an obligation to report it to the Head of Staff, or if the Head of Staff is not available or is the subject of the report, to either the Moderator of the Congregation or to any member of the Personnel Committee. If the Head of Staff determines that the individual making such report has not made the report described in the following paragraph, then the head of staff shall make such report.
- If the suspected abuse involves a child as the victim, the individual who suspects abuse must report the suspected abuse to the Kentucky Cabinet for Health and Family Services, the Kentucky State Police, an appropriate local law enforcement agency, or a local prosecutor, as required by KRS 620.030. **Reports may be made by calling the Kentucky Child Protection Hotline at 1-800-752-6200 or the non-emergency number for local law enforcement. If the child is in imminent danger, call 911.**

- All reports of suspected sexual abuse are taken seriously and investigated promptly and thoroughly by the Senior Minister, Personnel Committee, or other appropriate bodies.
- All church employees and responsible parties will cooperate fully with any internal or external investigations, while maintaining strict confidentiality.
- All victims will be protected from harm and the alleged perpetrator removed from contact, pending the outcome of the investigation.

Crisis Management Plan

- In the event that there is any allegation of sexual harassment or abuse, or other violation of the terms of this policy, the Church will make every effort to treat all persons involved with appropriate dignity and respect.
- The Church, its employees, volunteers, and members, will cooperate with any investigation by law enforcement authorities or other government agencies.
- No person associated with the Church will make any statement or have any communication on behalf of the church, with the media or the general public, unless expressly authorized to do so by one of the following: the Head of Staff, the Moderator of the congregation, or their designee. Nothing in this provision shall preclude any person from fully cooperating with any law enforcement investigation or complying with any properly-issued court order or subpoena.

Review

- This policy will be reviewed annually by the Personnel Committee for any needed updates.

Acknowledgment of Abuse Prevention Manual

I have read and agree to comply with Crestwood Christian Church's Sexual Abuse and Molestation Prevention Policy regarding sexual abuse prevention.

Signature of Employee or Responsible party

Date