

**PENINSULA-DELAWARE ANNUAL CONFERENCE
SAFE SANCTUARIES
LOCAL CHURCH/CHARGE SELF-ASSESSMENT AND STATEMENT OF COMPLIANCE**

The Safe Sanctuaries Policy of the Peninsula-Delaware Conference (PDC) is seeks to ensure that each local church provides a safe and secure environment for all children, youth and adults who participate in its ministries and activities. This document serves two purposes:

1. It provides the local church with a clear and concise way to determine if it is in compliance with the PDC Safe Sanctuaries Policy.
2. It alerts the District Superintendent (DS) if there are areas of non-compliance and the date by which the non- compliance will be remedied.

Instructions:

- Indicate compliance status (Yes or No) for each of the operating guidelines.
- Indicate date by which non-compliance will be resolved for any section for which the answer is "No."
- Ensure that certification section is signed by the Pastor and Chairperson of Trustees.
- Submit with Charge Conference Reports.

Operating Guideline	Compliance Status	Anticipated Compliance Date
A Safe Sanctuaries Policy has been adopted by the local church/charge (may be combined with Sexual Ethics Policy)		
A SAFE Team has been formed and has reviewed compliance with the Safe Sanctuaries Policy		
All volunteers and staff who work with children or youth have been trained annually in Safe Sanctuaries Policy and Operations		
All volunteers and staff who work with children or youth have been trained annually in First Aid and CPR		
The Trustees have completed an annual review of all church facilities accommodating children or youth including, but not limited to, Sunday School rooms & doors, age and activity appropriate equipment, first aid kits and fire extinguishers and 911 postings by telephones.		
The SAFE Team has verified adherence to the "Six-Month Membership" rule for volunteers working with children or youth		
The SAFE Team has verified that all staff and volunteers working with children or youth have completed a written application, personal reference form, driver license and criminal background check and participation covenant and that the confidentiality of these records are protected.		
No individuals who have been convicted of any crime against a child or teenager have been accepted as a worker with children or youth.		
Basic Procedures for Safe Ministry (as defined in Safe Sanctuaries for Youth)		
All staff and volunteers have been trained on <i>Appropriate Interpersonal Boundaries</i>		
The Two-Adult Rule is observed at all times during church sponsored programs or events		

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All staff and volunteers are at least five (5) years older than the youth they lead		
No worker under the age of eighteen (18) serves in an adult capacity		
All rooms set aside for children or youth have a door with a window or a half-door		
Open-door counseling is required when working with youth and any counseling need by a youth or the youth's family is confidentially reported to the pastor		
Counseling sessions are limited to two or three sessions and referral to a professional with expertise in the needs of youth are made, when necessary		
<i>Advance notice to parents</i> with full information about the event is provided, including the requirement for parent permissions and notification if a staff member or volunteer will be alone with a child		
<i>Participation Covenants</i> for all participants and leaders are required to establish behavior standards		
<i>Parent and Family Education</i> of the local church's Safe Sanctuaries policies and procedures is held annually		
<i>Appropriate Equipment and Supervision</i> plans including, but not limited to, transportation considerations, sleeping arrangements, youth group websites for any activity taking place away from the church are reviewed by the SAFE team before presenting to children or youth		
<i>Bathroom procedures</i> for children and youth have been established and reviewed by the SAFE Team and are observed by all staff and volunteers who work with children or youth		
<i>Reporting procedures for Allegations of Abuse</i> have been established and reviewed by the SAFE Team.		
<i>A Covenant</i> that protects children, youth and other vulnerable persons has been established with any registered sex offender(s) who are participating in the life of the church.		

The undersigned certify that the above statements are true, to the best of their knowledge, and that they will exercise due diligence in ensuring compliance in the future.

Pastor

Chairperson of Trustees

Church/Charge

District

Date Submitted