



United Church of Christ in Bayberry

215 Blackberry Road
Liverpool, New York 13090
(315) 652-6789

Child Protection Policy

Last Updated 4/5/11

Emergency Contacts			
Resource	Name	Address	Phone
Pastor	Dr. J. Mark Lawson	215 Blackberry Road Liverpool, New York 13090	(315) 652-6789
Insurance	Emery & Webb	112 DeWitt Street Suite 205A Syracuse, NY 13203	315-472-2509
Reporting Abuse	Child Abuse and Maltreatment Center		1-800-342-3720
Local Police	Onondaga County Sheriff's Department		(315) 435-2940
Regional Conference Minister	The Rev. Richard W. Cowles Jr.	Three Nectarine Lane Liverpool, New York 13090	(315) 622-4233
Oneida Counseling Ministries	Diana Brawley	Plymouth Congregational Church 232 E. Onondaga Street Syracuse NY	(315) 475-0489
Oneida Counseling Ministries	Andrew McTyre	Park Central Presbyterian Church 504 E. Fayette Street Syracuse NY	(315) 8285
Response Team	Pastor Moderator Oneida Counseling Ministries	See Members & Friends Directory	

"People were bringing little children to Jesus to have him touch them, but the disciples rebuked them. When Jesus saw this, he was indignant. He said to them, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these. I tell you the truth, anyone who will not receive the kingdom of God like a little child will never enter it." And he took the children in his arms, put his hands on them, and blessed them. "(Mark 10:13-16)



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1. Introduction

"People were bringing little children to Jesus to have him touch them, but the disciples rebuked them. When Jesus saw this, he was indignant. He said to them, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these. I tell you the truth, anyone who will not receive the kingdom of God like a little child will never enter it." And he took the children in his arms, put his hands on them, and blessed them. (Mark 10:13-16)

This incident from the ministry of Jesus speaks of the value our Lord placed on children and the example of faith that they provide for the rest of us. As followers of Jesus, we understand that children/youth are inherently valuable members of Christ's community.

Jesus highlighted not only the faith and openness of children, but also their vulnerability. This vulnerability puts children at risk, but it also places them close to God. Their dependence on God may be what Jesus was trying to get his disciples to see as a model for their own faith. This vulnerability and dependence makes the protection and support of the community of faith even more important. Jesus was teaching that, within the community of believers, there must be protection for each of us in our dependence on God and on each other. As followers of Christ, we resolve to protect children in their vulnerability and also to learn from them as we all grow in the faith.

Our culture appears to be experiencing an increase in the incidence of child abuse and neglect. As much as we do not like to think about abusive and hurtful things happening in the church, it is clear that it is our duty as the Church to guard and protect the children, youth, church staff and volunteers who participate in our ministries.

The United Church of Christ is committed to creating and maintaining a worship and work community in which members, friends, staff, and volunteers can worship and work together in an atmosphere free of all forms of discrimination, harassment, exploitation, or intimidation. Specifically, all persons associated with The United Church of Christ should be aware that the church is strongly opposed to sexual exploitation and harassment and that such behavior is prohibited by church policy. It is the intention and responsibility of the church to take whatever action may be needed to prevent and correct behavior which is contrary to this policy and, if necessary, to discipline those persons who violate this policy.

Thus, we adopt this policy for the prevention of child abuse in our church.

2. Purpose

The purpose of the Child Protection Policy of the *United Church in Bayberry* is to;

1. Provide a procedure specifically designed to protect children, youth, church staff and volunteers associated with the ministries of the church.
2. Establish appropriate ways of responding to alleged, reported, or suspected incidents of abuse.
3. Be in a compassionate ministry with all affected persons -- the alleged victim, the alleged victim's family, the accused, the accused's family, and the church family.



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We hereby resolve to put into practice the procedures set forth herein with the intent to;

1. Safeguard the children/youth of our church from abuse and neglect.
2. Respond to all allegations in a fair and compassionate manner.
3. Protect church staff and volunteers from potential false allegations of abuse.
4. Limit the extent of our church's legal risk and liability.
5. Strengthen our Christian educational children and youth ministries

3. Procedures to support the child protection policy

Definition of abuse

The United Church of Christ of Bayberry defines child abuse in accordance with the New York state law Article 23-B. On 12/31/02 that law defined child abuse as follows:

- a) Intentionally or recklessly inflicting physical injury, serious physical injury or death, or
- b) Intentionally or recklessly engaging in conduct which creates a substantial risk of such physical injury, serious injury or death, or
- c) Any child sexual abuse as defined in section 23-B or
- d) The commission or attempted commission against a child of the crime of disseminating indecent materials to minors pursuant to article two hundred thirty-five of the penal law.

Definition of misconduct

The United Church of Christ in Bayberry defines misconduct as any speech or behavior that may be harmful or imply harm to another, but does not rise to the level of criminal conduct. Misconduct includes, but is not limited to, inappropriate sexual advances, abusive speech, or unintentional negligence of children and youth under one's supervision.

Selection and screening of church staff and volunteers

Although our Christian concern for children/youth leads us to be saddened when any form of child abuse takes place anywhere, our major policy need is to be certain that abuse does not occur within the framework of any United Church of Christ in Bayberry program or ministry with children/youth.



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This policy is intended to help our congregation make the United Church of Christ in Bayberry a truly safe and caring place. In an effort to create a safe environment within our church, each church staff person and volunteer who works with the church's children/youth programs either regularly or occasionally, on or beyond the church grounds, will be screened and will be trained on child protection issues.

The procedure for selecting and screening is as follows (the Church Council may set additional screenings, such as a police background check, and performance standards for paid staff):

- Each person being considered to work with children/youth in any church program, whether as a volunteer or paid staff person, shall fill out an application form. (See attached form on page 12.
- Before placing the applicant in a position of responsibility, the pastor, church staff member, or lay person responsible for the ministry will review the written application and determine if the applicant will be interviewed. Indications that an interview must take place include:
 1. The person is a newcomer to United Church of Christ in Bayberry and/or the Liverpool or Syracuse area.
 2. The person wants to work alone.
 3. The person has indicated that they have been charged with a crime against children or youth. (Persons who have been previously convicted or plead guilty or no contest to a crime against children or youth will not be placed in a position involving access to children or youth.)
 4. Upon checking references, issues are raised which require clarification.
- Interviews will follow the interview guidelines provided as an attachment to this policy (see page 15) and be conducted by the pastor, church staff member or layperson responsible for the ministry or through the use of a designated person(s). The results of the interview, especially when sensitive areas have been discussed, should be kept confidential and only disclosed to those persons requiring this information in order to make a decision as to whether the applicant should be accepted as a volunteer.
- Whether or not an interview is conducted, the pastor, church staff member or lay person responsible for the ministry will contact the three references provided on the application form. A written record of such contact will be retained with the application form. (See attached form on page 17.)
- If a criminal records check is required each person applying to work with children and/or youth may be fingerprinted and shall authorize the church to conduct a criminal records check.
 - For persons who have lived in New York for the past five years, a New York background check may be conducted.



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- For persons who have not lived in New York for the past five years, an FBI background check may be conducted.

(See authorization form on page 10.)

- Before beginning work with either children or youth, each volunteer will sign a statement that they have read, understand, and agree to abide by pages 1- 9 of the church's Child Protection Policy and Procedures. (Such a statement is a part of the application form.)
- In the unfortunate situation where it has been determined that an applicant should not work with children/youth, the church needs to handle such a decision in a confidential manner which is sensitive to that person.

Supervision of children and youth

While recognizing the important role of youth volunteers in children/youth ministries, all activities involving children and youth will be supervised by at least one adult defined as one who is at least 18 years of age and at least five years older than those who they are supervising.

Supervision of Classroom Activities

It is preferable that at least two adults be present for all classroom activities involving children and youth. When two adults are not available, a designated person will periodically check the rooms and be aware of the children/youth's whereabouts if they leave the classroom area. Even when two adults are available per classroom, it is advisable to have periodic classroom checks. While recognizing the important role of youth volunteers in children/youth ministries, in an effort to assure a safe environment, all activities involving children and youth will be supervised by at least one adult.

Open Door Policy

Parents, volunteers, or staff of the church may visit and observe the program at any time. All classrooms shall have at least one uncovered window.

Release Procedure

Children who are infant through third grade will be released to and in the presence of a parent/guardian. No child should ever be left unattended.

Record Retention

All children/youth activities should have a written record of the names of participants and supervisors. Records shall be kept for three years.

Supervision of Non-Classroom Activities

With the exception of the circumstances identified under Special Rules for Supervision of Specific Activities, at least two adults will be present for all non-classroom activities involving children/youth.



Special Rules for Supervision of Specific Activities

Youth Counseling:

In instances of youth counseling where circumstances dictate that counseling is most effective on a one-on-one basis, a church staff person or volunteer may meet individually with a child or youth with the awareness and previous consent of that individual's parent or legal guardian. Exceptions to consent may be made for emergencies.

Dismissal from Group Events:

In group events, it may be inevitable that one child or youth's transportation from the event arrives after all other children/youth's transportation has arrived. In those circumstances, a child/youth may unavoidably be in the individual presence of an adult. Because this circumstance may be simply unavoidable, the general rule which requires the presence of two adults is suspended and the adult is responsible for exercising his/her best judgement for the child or youth's well being.

Trip and Retreat Supervision

There shall be at least two adults present for all trips, retreats, and other times children/youth gather at or away from the church building. (Please note that at least three adults are preferable so that in the event of an emergency, there will be adequate supervision.) There shall be at least one adult of each gender present at co-ed overnight events. At single gender overnight events, at least one of the two or more adults present will be of the same gender as the children/youth. In situations where two adults are not available per room where children/youth are staying overnight, then no adult should stay alone in a specific room with the children/youth. In those circumstances where adults are not staying in the rooms with children/youth, special measures should be taken to assure the children/youth's safety and supervision, such as adult hall monitors, "taping" doors, and periodic room checks by two adults of the same gender as those being checked. Parents should be made aware of housing accommodations. The person in charge of each trip and/or retreat shall carry permission slips including permission for emergency medical care. (See form on page 18.)

Rules for providing Transportation for church events:

1. Driver must be known to the designated leader of the event;
2. Driver must be at least 21 years old;
3. Driver must have a valid state driver's license for the vehicle being operated;
4. Driver must have proof of insurance;
5. Driver must be accompanied by at least two children or youth; and
6. Driver must have read and signed an acknowledgment form indicating that the policy has been read and will be followed. (See form on page 11.)

4. Response by church workers to injuries and accidents

In order to assure proper attention was given to an injury or accident, an incident report must be completed by the adult supervisor with 24 hours of the incident whenever a child/youth is injured.

(See attached form on page 19.)



5. Response to allegations of abuse and misconduct

The United Church of Christ in Bayberry seeks to maintain an environment where anyone may bring forth an allegation of abuse or misconduct. If abuse or misconduct is suspected by, observed by or disclosed to a volunteer and/or paid staff member of the church, that person shall report the incident immediately to one or more of the following individuals (in order of preference): The Pastor, Moderator, Vice Moderator, Minister to Children or The Director of Ministry to Youth. If the allegation is reported to anyone other than the pastor, that person shall contact the pastor immediately. (If the accused is the pastor, see "4." below.)

1. Upon receiving the allegation, the pastor will contact the accuser and seek all information upon which the allegation is made. This information shall include specific behaviors observed, names of possible witnesses, as well as the alleged victim's responses.
 - a. Depending on the severity of the circumstances, the pastor may choose to contact Child Protective Services or the local police.
2. Regardless of the circumstances, the pastor shall call together a **response team** consisting of the Pastor, Moderator, and one member of an outside agency approved by the Church Council such as the *Oneida Counseling Ministries* (This agency shall be deemed competent to provide expertise to the response team for determination of whether abuse or misconduct has taken place.) The response team will:
 - a. Notify the parents or guardians of the victim (unless a parent or guardian is the accused).
 - b. Take necessary steps to ensure the safety of the alleged victim.
 - c. Interview promptly both the accused and the accuser.
 - i. It may be decided in the case of suspected abuse to not interview the accused (for example if the accused is not an employee, volunteer or member of the church, or if the accusation is of extreme nature).
 - ii. Any interview will include explaining this policy and the accuser interview will advise that the accuser is free to contact the authorities at any time he/she feels necessary.
 - d. Gather relevant information concerning the allegation made.
 - e. Prepare reports of the interviews conducted.
 - f. Provide those interviewed (or their guardians if under the age of 18) opportunity to review and comment on the report.
 - i. The accused may be denied the opportunity to review the report if the allegation is of extreme nature.
 - g. Determine if an attorney is needed
 - h. Submit the report to:
 - i. The Church Council to be filed in a secure place
 - ii. The Regional Conference Minister
 - iii. The insurance company
3. Upon completion of the process outlined above, the response team will take one of the following actions (Note the only options for non-church members are a and e):
 - a. Dismiss the complaint.
 - b. Formally reprimand the accused with defined expectations of changed behavior.
 - c. Temporarily dismiss the accused from volunteer leadership that entails contact with children, or recommend to the Church Council the temporary dismissal of the accused from church employment, while requiring a program of growth that may include education or counseling.
 - d. Permanently dismiss that accused from volunteer leadership, or recommend to the Church Council permanent dismissal of the accused from church employment.
 - e. Notify the Child Abuse and Maltreatment Center and/or the local police (unless such contact has already been made).



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4. If the accused is the pastor or another authorized or commissioned minister of the United Church of Christ, the Church Council shall immediately refer the allegation to the Committee on Authorized Ministry of the Oneida Association for further investigation. The United Church of Christ in Bayberry will cooperate fully with any procedures related to the person's ministerial authorization while retaining the right to employ or designate leadership within the United Church of Christ in Bayberry as it determines best.
5. Any contact with the media should be handled by the pastor (or the moderator if the pastor is accused). Care will be taken to safeguard the privacy and confidentiality of all involved. The spokesperson should generally convey that the matter is under investigation and any comments made prior to the conclusion of an ongoing investigation would be premature.

6. Education of persons who work with children and youth

The church shall provide regularly scheduled training focused on issues of child protection for those working with children and youth. Attendance at this training or a district or conference sponsored training session shall be required of all adults and youth helpers who will have direct contact with children or youth in the church's ministry.

The Training may include:

- a. The definition and recognition of abuse
- b. The church's policies on reporting abuse and appropriate forms.
- c. The purposes of the policy as protection for children/youth and for church staff/volunteer workers.
- d. The meaning and importance of confidentiality.
- e. The maintenance of a positive learning classroom environment, including appropriate discipline and age-level characteristics.
- f. The appropriate behavior for teachers and leaders.



Authorization and request for a criminal records check

I, _____, hereby authorize The United Church of Christ in Bayberry to request the _____ police/sheriff's department to release information regarding any record of charges or convictions contained in its files, or in any criminal file maintained on me, whether said file is a local, state, or national file, and including but not limited to accusations and convictions for crimes committed against minors, to the fullest extent permitted by state and federal law. I do release said police/sheriffs department from all liability that may result from any such disclosure made in response to this request.

Signature of Applicant:

Date:

Print applicant's full name:

Print all other names that have been used by applicant (if any):

Date of Birth: _____ Place of birth: _____

Social Security number (if required by police/sheriffs department): _____

Driver's license number: _____ State issuing license: _____

License expiration date: _____



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Acknowledgment by persons designated to provide transportation to or from church events for The United Church of Christ

Are you at least 21 years old? ___ Do you have a valid driver's license? _____

Driver's License Number: _____

Insurance Company _____ Policy Number: _____

As required by the United Church of Christ in Bayberry's Child Protection Policy and Procedures, I acknowledge that I have read and will abide by the policy.

Signature:

Date:

Print the following:

Full Name

Address

Phone Numbers



Application to work/volunteer with children and/or youth

All three pages of this application are to be completed by all persons (volunteer or compensated) who desire to work with children or youth in our church's ministries. This application form is being used to help the church provide a safe and secure environment for those children and youth who participate in our programs and for those who work with them.

PERSONAL

Date _____

Name _____
Last First Middle

Former Name (if applicable) _____

Present Address

Street _____

City _____ State _____ Zip _____

Home phone (____) _____ Other phone numbers {____} _____

How long have you lived at the above address? _____

If less than one year, provide all previous addresses for the past five years:

Please indicate the type of youth or children's work you prefer.

Why do you want to serve in this position?

Please indicate the date you would be available to begin _____



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What is the minimum length of commitment you can make? _____

Our church has an open door policy which means that a parent, volunteer, or church staff can visit/observe at anytime. Are you comfortable with this atmosphere? _____

Our church encourages the use of two adults for all children/youth activities. Are you comfortable with team teaching? _____

Have you ever been charged with, convicted of, or pleaded guilty or no contest to a crime against children or other persons?

Yes (If yes, please explain -- attach a separate page, if necessary)

No

Have you ever committed any act of child abuse or sexual misconduct against a minor?

Yes (explain) No

CHURCH HISTORY AND PRIOR CHILD/YOUTH WORK

How long have you been attending the United Church of Christ? _____

List (names and addresses) other churches you have attended regularly during the past five years.

List all previous church work involving children/youth (list each church's name and address, type of work performed, and dates).

List all previous non-church work involving children/youth (list each organization's name and address, type of work performed, and dates).

List any gifts, callings, training, education, or other factors that have prepared you for working with children or youth:



REFERENCES

Please list three persons who have known you for at least three years and who are familiar with your character, particularly as it relates to supervision of children and youth. None of the references may be a relative.

1. Name

Address

Daytime phone () _____ Evening phone () _____ Length of time you have know reference _____ Relationship to reference _____

2. Name

Address

Daytime phone () _____ Evening phone () _____ Length of time you have know reference _____ Relationship to reference _____

3. Name

Address

Daytime phone () _____ Evening phone () _____ Length of time you have know reference _____ Relationship to reference _____

APPLICANT'S AUTHORIZATION AND RELEASE

The information contained in this application is correct and complete to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for work with children or youth. In consideration of the receipt and evaluation of this application by the United Church of Christ, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family on account of compliance or any attempts to comply, with this authorization.

Should my application be accepted, I agree to abide the United Church of Christ in Bayberry's Child Protection Policy and Procedures and will live by the understanding that, as a person of authority, it is my responsibility to avoid inappropriate behavior with any children or youth in my care.

I further state that **I HAVE CAREFULLY READ THE FOREGOING AUTHORIZATION AND RELEASE AND KNOW THE CONTENTS THEREOF AND I SIGN IT AS MY OWN FREE ACT.** This is a legally binding agreement which I have read and understand.

Signature of Applicant:

Date:



Interview guidelines

Goals of the interview:

1. Work from the application form and fill in any gaps in the application form.
2. Open paths for further discussion on the part of the applicant.
3. Observe how the applicant conducts self in the process.
4. Keep a written record of the applicant's responses to the interview questions.

In conducting an interview, the interviewer should be aware when "red flags" are raised concerning the applicant. These "flags" are indicators of issues which must be explored further to be assured that all information is collected concerning a prospective employee/volunteer. Some of these "flags" include:

Many addresses or churches attended over a short period of time.

This could indicate that a person is trying to be anonymous. But it could also indicate that they are a college student who moved a lot to keep rent low.

Wants to work with only one age group.

If someone would like to work with only one specific age group, it could indicate that person has targeted that age group for molestation. Or it could mean that is the age group for which they were trained and experience has shown that they do not work as well with other ages. Also be aware of those who seem overly committed to one age group. For example, someone who simultaneously leads a scout Troop, coaches little league, serves as a Big Brother and now wants to teach Sunday school may be neglecting their own age appropriate peer relationships in order to cultivate potential victims.

Does not want/need/like close supervision.

The interview may indicate that the person does not like to be closely supervised. This might raise questions about motivation for applying for this work.

The interviewer needs to be able to explore issues as they arise during the interview and depart from the set of prepared questions to do so. It is helpful, therefore, if interviewers prepare ahead of time for the interview by:

1. reading the application form
2. noting areas for exploration



Sample interview questions

1. Why are you interested in being associated with our church?
2. How would you describe yourself?
3. When you heard about this position, what appealed to you the most?
4. What specific skills do you bring to this position?
5. With what age group and sex do you prefer to work? Why? Please give examples of your work with this age group.
6. If you are trained for a certain age group, are you willing to work with other age groups or sex?
7. What kinds of programs or activities would you be willing to lead, supervise or conduct? If trained would you be willing to conduct other activities?
8. What do you feel are chief indicators of a successful program or activity?
9. Give a specific example of how you overcame a difficulty in job, school or family.
10. Give an example of how you overcame a problem with a youngster other than your own.
11. How were you disciplined as a child? How would/do you discipline?
12. Under what supervision style do you work best?
13. In what types of activities or recreation do you participate?
14. What were your favorite subjects in school?
15. What would you like to tell us that hasn't been covered?
16. What questions do you have about our congregation?
17. Other questions to raise regarding information given on the information form?
18. One might conclude the interview with one or two hypothetical situations which are typical in your church and ask the applicant how they would respond in that situation.



Written record of contact with a reference of an applicant for children/youth work

CONFIDENTIAL

1. Name of applicant _____
2. Individual, church or organization contacted (if a church or organization, identify both the church or organization and minister or person contacted)
3. Date(s) and time(s) of contact(s) _____
4. Person contacting the reference _____
5. Method of contact (e.g. telephone, personal conversation, letter [please attach]) _____
6. Summary of conversation (summarize the reference's remarks concerning the applicant's fitness and suitability for youth or children's work)

Signature:

Date:



Event permission slip

_____ has my permission to go with _____ on the following event:
(name of child/youth) (name of group)

_____ at _____ on _____
(event) (location) (date)

_____(Parent/Guardian Signature and date signed)

Phone number in case of emergency:

Where parent(s)/guardian may be reached during the event: _____

Alternate contact in case parent s)/guardian cannot be reached: _____

Medical/Health Information

Allergies, medication, hay fever, insect bites, asthma, food, other:

Other pertinent health history information:

Does your child/youth have any conditions that would prevent him/her from fully participating in this program? If yes, please explain: (specific activities/foods to avoid)

List any medication to be taken during the event which will be kept by the leaders during the event:

Preferred Doctor _____ Phone _____

Preferred Dentist _____ Phone _____

Preferred Eye Doctor _____ Phone _____

Preferred Hospital _____ Phone _____

EMERGENCY MEDICAL AUTHORIZATION

I give my consent for emergency medical treatment by a certified first aider. In the event that additional treatment is needed, the staff of the Emergency Room of the hospital listed above, or one closest to the event location, has my permission to treat my child/youth

Parent/Guardian Signature _____ (Date) _____

Parent/Guardian Name (print) _____

Address) _____

Phone (home) _____ (Work). _____

Hospitalization Plan and Group # _____



Incident report

This form is to be completed by the adult supervisor whenever an incident (for example: injury, accident, etc.) occurs. A copy is then to be given to the child/youth's parent/guardian and the pastor. The church must also keep a copy of the completed form.

Name of class or activity _____ Adult supervisor _____

Birth date _____ Age _____ Home Phone _____

Name of injured child/youth _____

Parents/Legal Guardian _____ Address _____

Date and time of incident _____

Description of incident: _____

1. Describe the incident (use the back of page if necessary):
2. Where in the facility did it happen?
3. What area of the child/youth's body was injured?
4. What was the child/youth doing when the incident happened?
5. How did the incident happen?
6. Give the names of adults supervising the child/youth at the time of the incident
7. Give the name(s) of any other witnesses to the incident:
8. How did the child/youth respond after the incident:
9. Was first aid given or some other action taken? () Yes () No
 If yes, by whom? Describe:
10. Who notified the parent/guardian and when?

Signature of person completing the form _____ Date _____

Report of suspected incident of child/youth abuse

Print name of person completing the report _____



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Name of person (paid or volunteer) observing or receiving disclosure of abuse: _____

Victim's name, age and date of birth _____

Date/location of initial conversation with or report from victim: _____

Statement (please give detailed summary):

Notification of victim's parent/guardian (include date, time, name of parent/guardian contacted, and summary)

Call to Child Abuse and Maltreatment Center (include date, time, name of person contacted, and summary)

Call to local law enforcement agency (include date, time, name of person contacted and summary)

Other contacts (include date, time, name of person contacted and summary)

Signature of person completing the form

Date



Revisions to Policy

Date of Revision	Revision made by	Description of Revision
8/29/04	Becky LeBlanc	The Local Police listed on page 1 was identified as the Liverpool Police department. I changed this to the Town of Clay and changed the phone number appropriately. This change was made because UCC is not in the jurisdiction of Liverpool.
2/6/2008	Larry Boyer	References to the "Employee Relations Committee" or the Chairperson thereof have been eliminated. The Church Council has been designated to handle all activities of this committee. This structural change resulted from modifications to the Church Constitution adopted by the Congregation on June 25, 2006. Where appropriate, the Church Council has been substituted for the Employee Relations Committee.
4/5/11	Katie Kuss	The Local Police listed on page 1 was identified as the Town of Clay Police Department. I changed this to the Onondaga County Sheriff's Department and changed the phone number appropriately. This change was made because the Town of Clay Police became a sub-station of the Onondaga County Sheriff's Department after it was absorbed and merged with the County.