

Pecometh Camp & Retreat Ministries

Safe Sanctuary Policy for Guest Groups

INTRODUCTION

It is our responsibility to be proactive in our recruiting and training to find people with a gift for caring for children and also to protect those, whether hired or volunteers from false accusations. It is also our responsibility to oversee all programs involving children to make sure there is a safe environment and to have a plan of response in place should an accusation arise.

PURPOSE

Pecometh Camp & Retreat Ministries' (PCRM) purpose for establishing the Safe Sanctuary Policy and accompanying procedures is to demonstrate our commitment to the physical safety and spiritual growth of all our children and youth who enter these sacred grounds.

PCRM STATEMENT OF COVENANT

As a Christian community of faith committed to ministry to and with young people, we pledge to conduct all our activities and ministries in such a way that assure the safety and spiritual growth of all children and youth entrusted to us. We will follow reasonable safety measures in the selection and recruitment of workers and we will be responsible in overseeing our programs and events and in training our staff, so that they are able and equipped to minister to young people in Jesus' name. We will report and respond to all suspected incidents of abuse as is required by state law and our moral conscience and we will be prepared to minister to the families of both the abused and the perpetrator. Therefore, we require our guest groups to adhere to these same standards trusting that, in doing so, we are doing everything possible to protect the well-being of children and youth.

PROCEDURES

1. Requirements of Staff and Volunteers

- A. All paid staff are required to submit to a background check. PCRM recommends that Guest Groups consult with their insurance company to determine how this may be best achieved.
- B. All volunteers that are working with children and youth are required to submit to a background check, as well as sign a Participation Covenant (example provided). Guest groups are responsible for maintaining these records and are not required to submit them to Pecometh. In signing this policy document the Guest Group Leader is certifying compliance with this policy.
- C. Guest groups with children and/or youth will attest to their due diligence in the selection of staff and volunteers that accompany their group including, but not limited to, applications, interviews, background checks and child protection policies.
- D. Anyone having a criminal history of any of the following offenses shall not be allowed to serve in any capacity with children or youth:
 - Child abuse, whether physical, emotional, sexual or neglectful
 - Sexual abuse or guilty 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 adults, murder, kidnapping, pornography, and the physical abuse of an adult with special needs.
- E. No person shall serve as in a staff or volunteer role if there is reason to believe that s/he may represent a potential threat of committing abuse or of violating this policy.

2. Supervision

A. Two staff members/volunteers at all times

No fewer than two staff members/volunteers will be present at all times during any program involving children or youth.

B. Training

Safe sanctuary training shall occur once a year and staff members shall be trained to recognize the signs of abuse.

C. Five Years or older for those working with youth

No person shall supervise an age group unless he/she is at least five (5) years older than the oldest student.

D. Clear Sight Lines

Facility doors without windows shall remain open to prevent secrecy

E. Open-Door Counseling

The door should remain open for the entire session of counseling between adults working with children or youth.

F. Advance Notice to Parents

Prior to the event, parents should be given clear information about the event and its activities. Guest groups should get written permission for their child's participation.

G. Drivers of Vehicles

All drivers of vehicles for Guest Group programs must be at least 21 years of age, possess a current, valid driver's license, and be approved to drive by the Guest Group's current insurer.

3. Reporting

- A. Information of suspected abuse will be reported immediately to the Guest Group Leader.
- B. The Group Leader will determine jurisdiction and will report to the suspected abuse to the appropriate authorities without delay, unless the Guest Group's organizational policies require reporting directly to another person in the organization who will be responsible for this process.
- C. The accused shall immediately be removed from contact with children/youth. The Group Leader shall be responsible for determining the interim status of the accused, unless organizational policies assign this responsibility to another person.
- D. A PCRIM Incident Report shall be completed. PCRIM will notify its insurance company of the alleged abuse.
- E. The Group Leader or organizational designee will notify the parent/guardian of the alleged victim as soon as possible.

The undersigned certifies that the Guest Group will comply with Pecometh Camp & Retreat Ministries' Safe Sanctuary Policy:

Signature

Date Signed

Printed Name

Guest Group Name

Event Dates