



## CHILD and YOUTH PROTECTION POLICY

Approved by Session on January 22, 2012

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### ***Psalm 27:4-5***

*One thing I ask from the LORD, this only do I seek: that I may dwell in the house of the LORD all the days of my life, to gaze on the beauty of the LORD and to seek him in his temple. For in the day of trouble he will keep me safe in his dwelling; he will hide me in the shelter of his sacred tent and set me high upon a rock.*

At the First Presbyterian Church of Charlotte, (FPC) we take very seriously our moral and legal responsibility to provide a safe sanctuary for Children and Youth and support for those who work with them. This is an expression of our faith as we seek to proclaim the good news that we know in Jesus Christ and work for Him in the heart of Charlotte and beyond.

We believe that parents, volunteers, and employees prefer a church with an established, caring protection program. Therefore, FPC commits to provide a safe environment and affirms the rights of children and youth and adults to be protected from inappropriate treatment whether through neglect, emotional, physical, or sexual abuse.

No policy can be crafted to cover every possible circumstance. It is expected that those involved in ministries to Children and Youth will apply the guidelines and requirements contained within this policy sensitively and sensibly.

# **I. Purpose, Applicability, Scope, and Responsibility for Implementation of and Compliance with the Policy**

## **Purpose**

This policy is intended to:

- Create a safe environment for Children, Youth, and Adults
- Protect Children and Youth from neglect, emotional, physical, and sexual abuse
- Educate employees and volunteers on ways to prevent abuse and avoid situations which might result in allegations
- Protect employees and volunteers from unwarranted allegations of child abuse

## **Applicability**

This policy applies to persons including FPC employees and volunteers participating in any Children and Youth programs and ministries of FPC, including but not limited to:

- Sunday School classes
- Nurseries and child care (at any time)
- Children and Worship
- Youth programs (including PYC, Confirmation, Mission Trips)
- Vacation Bible School
- Wednesday Connect
- Weekday School
- Child Development Center
- Children and Youth choirs
- Summer Camp programs (Camp Grier, Freedom School)
  
- All leaders of non-FPC sponsored groups that have direct supervision of Children and Youth events and are using FPC facilities will receive, review, and comply with this policy. Upon receipt of the Policy Summary (Appendix F) from FPC, a leader from the group must sign the Outside Group Leaders Release Form (Appendix E) to acknowledge that they have read it and agree to follow it.

## **Scope**

Who is covered by this policy?

- This policy supersedes all prior FPC Child and Youth Protection Policies.
  
- All employees and volunteers, whether members or not, of FPC are governed by this policy.
  
- Perceived conflicts or ambiguities in interpretation and application of this policy shall be resolved by the Program Director or Associate Pastor of Administration. The policy will be reviewed annually. Any changes will be presented for Sessional approval via the Christian Education Committees and will be attached to the Policy as an addendum.

## **Responsibility for Implementation of and Compliance with the Policy**

- Responsibility for implementation and compliance shall reside with the Associate Pastor of Christian Education.

What does the policy require?

- All employees and volunteers must abide by the Code of Conduct contained within this policy. (Appendix A)

## II. Screening

Employees/Volunteers	Criminal background check	Reference Check	Training	Interview	Drivers License Check
<b>Employees</b> with frequent, ongoing, direct interaction with Children and Youth	X	X	X	X	X
<b>Employees</b> with infrequent interaction with Children and Youth	X	as needed	X	X	as needed
<b>Volunteers</b> with frequent, ongoing, direct interaction with Children and Youth	X	as needed	X	X	as needed
<b>Volunteers</b> with infrequent interaction with Children and Youth	X		X		as needed
<b>Volunteers</b> who are not members or have been members for < 6 months	X	X	X	X	as needed

- The extent of screening will depend on the level of direct contact an employee or volunteer has with Children or Youth. Those with long-term, ongoing, direct, one-on-one contact with Children or Youth are subject to more extensive background checks.
- All employees and volunteers will assume responsibility for attending training as defined within this policy.
- Persons who have been members of FPC for at least six (6) months are eligible to volunteer to work with Children and Youth. Applicable Program Director may grant exceptions after conducting an interview with the potential volunteer. (E.g., parents of children who are enrolled in church programs may be cleared for volunteering before six months by the Director in charge of the program).
- All employees or volunteers who will be transporting Children or Youth agree to a Driver's License screening to check their driving record and to verification that they hold a valid license. Those with moving violations may be prohibited from driving as determined by applicable Program Director or Associate Pastor for Administration. All chaperones on an overnight trip must undergo a Driver's License check.
- Adults who have been convicted of any offense involving a Child or Youth or may pose a threat to Children or Youth will not be accepted to work or volunteer in any church-sponsored activity for Children or Youth.

- Interviews, reference checks, employment records, and background checks are to be documented in writing. These records are considered confidential church property and are kept under lock and key. They are not to be released to any other party without the approval of the Senior Pastor or the Associate Pastor for Administration.

### **Renewals**

All current and potential employees and volunteers will be required to sign the Application to Work with Children and Youth (Appendix C) and attend training at the beginning of their service. Thereafter:

- Every 3 years background checks will be renewed.
- Every 3 years attendance at FPC Training will be required.
- Every year employees and volunteers are expected to review the Policy or the Policy Summary and sign the Employee and Volunteer Recommitment Form (Appendix D)

## **III. Supervision**

### **Guidelines**

#### **Two Adult Rule**

- Two adults (over age 18) will be present during on-site Children/Youth activities. For off-campus, out-of-town, or overnight activities or trips, there should be at least one adult for every six children or youth, with a minimum of two adults.
- A married couple counts as one person.
- For overnight activities, it is required that at least two adults be over 21, one of which is over 25.
- Staff members are expected to avoid, to the greatest extent possible, any situation in which they would be alone, out of sight of others, with a single child. This is to protect: i) children from situations in which abuse might occur; and ii) adults from false accusations of inappropriate treatment.
- Gender balance of adults is recommended for on-site activities and required for overnight activities.
- The two adult policy extends to all overnight and transportation-related events in so far as practicable. Any adult is to avoid being in a one child/one adult situation. If this is necessary, (e.g., for a child to get home after an event) an effort should be made to contact the family and inform them of the situation before transporting the child.
- Two adults are recommended to be present for regular Sunday School; however, if this is not possible, then classroom doors are to be left open (doors with unobstructed windows may be closed) and if supervisor is provided for periodic observation (e.g. staff member, superintendent, and/or Deacon).

#### **Open Door Policy**

- Employees and volunteers are expected to avoid, to the greatest extent possible, any situation in which they could be alone or out of sight of others, with a single child.
- In situations where it is necessary for an adult to be alone with a child, the individual should notify another adult before and after the period during which he/she is alone with the child.
- The door may be shut as long as there is unobstructed glass in at least half the door.

## Training

- All employees and any volunteers who work with Children and Youth are required to attend a training session.
- If an employee or volunteer has attended a training session within 3 years, he/she will not be required to repeat it, but will be required to sign the Employee and Volunteer Recommitment Form (Appendix D) and review the Policy or Policy Summary.
- Training will be conducted in person using a prepared presentation and accompanying documentation.
- FPC will offer regular training sessions throughout the year with the goal of creating an awareness of Child and Youth protection issues. Training will include:
  - The theological and legal need for the Child and Youth Protection Policy
  - Definition of Child Abuse
  - What constitutes inappropriate treatment
  - Church policies governing working with Children and Youth including the Two Adult Rule and Open Door policy
  - Appropriate skills for supervising and chaperoning Children and/or Youth
  - Procedures for reporting allegations and/or concerns regarding Child and Youth protection issues and how FPC will respond
- Parents bear primary responsibility for teaching children about Child and Youth protection and safety issues; however, FPC may offer age-appropriate educational opportunities with children and youth about Child and Youth protection issues. Particular care will be given to training older youth who may be interacting with younger children.

## IV. Reporting and Responding to Allegations of Suspected Abuse

### Procedures

- **Remove the Child/Youth.** The Program Director shall assure that the safety and security of the child are safeguarded before the person accused of abuse is confronted or other steps are taken.
- **Report the Incident.** The person who suspects or witnesses inappropriate treatment of a child shall report the incident immediately to the Program Director (or his or her supervisor if the Program Director is the individual suspected of inappropriate treatment) with responsibility for the program/activity. Within 24 hours of the incident, the person shall document in writing all known facts and circumstances and shall deliver to the Program Director written documentation of the inappropriate treatment.

- **Notify Church Authorities.** The Program Director shall notify the Senior Pastor or designee within 24 hours of the incident.
- **Document the Report.** The Senior Pastor or designee shall document all steps taken in the course of handling the reported incident.
- **Notify Church's Attorney.** The Senior Pastor or designee shall contact FPC's attorney to report the incident and seek legal advice which should be documented in writing.
- **Notify the Parents/Guardians.** The Senior Pastor or designee shall notify the parent(s) or legal guardian of the alleged victim in a timely manner.
- **Notify the Department of Social Services.** If the Program Director, Senior Pastor or designee, after consulting with the attorney, believes there exists reasonable suspicion of inappropriate treatment, he or she shall make a telephone report to the Mecklenburg County Department of Social Services (704-336-CARE) as soon as possible and at least within 24 hours of the incident. The person who suspects or witnessed the inappropriate treatment should be included in the call, if possible.
- **Allow Civil Authority to investigate.** The investigation of the alleged inappropriate treatment shall be conducted by the Mecklenburg County Department of Social Services or other appropriate public authorities rather than by church personnel.
- **Report to Church's Insurer.** The Senior Pastor or designee shall make an appropriate and timely report to the Personnel Committee chairperson and the church's liability insurer.

### **Best Practices during Investigation**

- **Media Contact.** The Senior Pastor or designees shall be the sole spokesperson for the church regarding media and other public or church inquiries.
- **Confidentiality.** All persons involved in reporting alleged inappropriate treatment shall maintain confidentiality regarding all aspects of the incident including the identity of individuals involved.
- **Respect for and Treatment of Person Accused.** Any person accused of inappropriate treatment must be treated with dignity and support. All reports will be taken seriously but will not be judged prematurely. The Program Director shall relieve the person accused of the inappropriate treatment of further responsibilities until the appropriate public investigating authorities complete the investigation and determine whether or not the information obtained through the investigation substantiates the allegations.

### **Special Circumstances**

- **Allegations Regarding a Pastor.** Any allegations against a Pastor involving inappropriate treatment shall be promptly reported to the Presbytery for action in accordance with its own policies and procedures.
- **Allegations Regarding Outside Organizations.** Organizations that use the church facilities shall notify the senior Pastor or designee as soon as possible (and at least within

24 hours) about any incident of inappropriate treatment involving any person affiliated with that arm of the organization using the church facilities. In addition, the organization using the church facilities shall follow that organization's reporting practices or, if it has no established reporting procedures, that organization shall follow procedures substantially like those set forth in this section. In either case there shall be no contact by the church representative with the person accused of inappropriate treatment.

- **Sexual Offenders** - At no time is a Sexual Offender to be assigned to ministries with children and youth. At no time is a Sexual Offender to congregate with children and youth. At no time is a Sexual Offender allowed in areas of the church or grounds dedicated to children and youth or in use primarily by children and youth.

## EMPLOYEE AND VOLUNTEER CODE OF CONDUCT

1. FPC employees and volunteers will not verbally, emotionally, physically, or sexually abuse children.
2. FPC employees and volunteers will not discipline children by use of physical punishment or by failing to provide the necessities of care.
3. Physical restraint is used only in situations necessary to protect the children, other children, or staff from harm.
4. FPC employees and volunteers will provide proper supervision and exercise sound judgment in providing a safe environment at all times.
5. FPC employees and volunteers will avoid situations during FPC programs in which they would be alone with a single child and cannot be observed or monitored by others. As adults supervise children, they should space themselves in a way that other adults can see them.
6. FPC employees and volunteers are expected to observe the Two Adult Rule and Open Door Policy in their interaction with Children and Youth at all times except in emergency situations.
7. Adults should only visit a child's home in the presence of a parent or legal guardian.
8. Restroom supervision:
  - FPC employees and volunteers will always use proper supervision when children are using public bathrooms such as making sure suspicious or unknown individuals are not occupying the restroom before allowing children to use the facilities.
  - FPC employees and volunteers will call on leaders who may be "floating" from room to room to assist with restroom supervision in order to maintain the two-adult rule.
  - Children will be sent in pairs, and whenever possible, with a FPC employee or volunteer who will stand in the doorway in visual sight of another adult while children are using the restroom. This policy allows privacy for the children and protection for the FPC employees and volunteers (i.e. not being alone with a child). If FPC employees and volunteers are assisting younger children, doors to the facility must remain open.
9. FPC employees and volunteers will respect the rights of Children and Youth not to be touched in ways that make them feel uncomfortable, and their right to say no. Adults will discourage children and youth from touching others in an inappropriate manner.
10. FPC employees and volunteers should be alert to the physical and emotional state of children entering the program. Any signs of injury or possible child abuse must be reported to the Program Director who will report to the Senior Pastor or designee.
11. FPC employees and volunteers should release children only to an authorized parent or guardian or other individual authorized by such parent or guardian. In the case of individuals other than the parent or guardian, written permission is recommended but verbal permission from a person known to be the authorized parent or guardian is



acceptable.

12. Using, possessing, or being under the influence of alcohol or illegal drugs, or being impaired by legally prescribed drugs during church working hours or church-sponsored programs is prohibited.
13. Smoking or use of tobacco during church programs is prohibited.
14. Profanity, inappropriate language or jokes, and any kind of harassment in the presence of Children, Youth, or Parents is prohibited.
15. FPC employees and volunteers will not share inappropriate details of their personal life or ask Children or Youth to share inappropriate details through any form of communication: written, verbal, or electronic.
16. FPC employees and adult volunteers may not date program participants under 18 years of age.
17. FPC employees and volunteers are required to read, sign, and adhere to all policies related to identifying, documenting, and reporting child abuse and attend training sessions on the subject, as instructed by a supervisor.
18. FPC employees and volunteers are required to report to the Senior Pastor or Associate Pastor of Administration any circumstances under this policy that affect their ability to work with Children and Youth.
19. FPC employees and volunteers are encouraged to be aware of, to help remedy, and to report situations where risk of inappropriate treatment exists.

## GLOSSARY

**Child Abuse** – A non-accidental injury or pattern of injuries to a child. Child abuse may include:

- **Neglect** – Occurs when the adults responsible for the well-being of a child fail to provide for the child. Neglect may include not giving food, clothing, shelter; failure to keep children clean; lack of supervision and withholding medical care.
- **Emotional Abuse** – Chronic and persistent acts by an adult that endanger the mental health or emotional development of a child including rejection, ignoring, terrorizing, corrupting, constant criticism, mean remarks, insults, and giving little or no love, guidance and support.
- **Physical Abuse** – An injury or pattern of injuries that happen to a child that are not accidental. These injuries may include beatings, burns, bruises, bites, welts, strangulation, broken bones, or death.
- **Sexual Abuse** – Sexual abuse is the sexual assault or exploitation of children. Sexual abuse may consist of numerous acts over a long period of time or a single incident. Children can be victimized from infancy through adolescence. Typically, the perpetrator keeps the child from disclosing the abuse through intimidation, threats, and rewards.

**Child or Youth** – Anyone under 18 years old (and therefore a minor under the law).

**Church-Sponsored Activity** - Includes any and all gatherings that arise from First Presbyterian Church (FPC) generated worship, educational, fellowship, administrative, pastoral, mission or recreational events. These events include on-site and off-site gatherings.

**Employee** – Any person who works for salary or wages at FPC.

**Inappropriate Behavior** – Defined as above under “Child Abuse”

**Policy** – The most recently approved version of the FPC Child and Youth Protection Policy. All appendices and addendums are considered part of the Policy.

**Policy Summary** – Appendix F/Exhibit 1 attached to this Policy.

**Program Director** – Any person with supervision over a particular program or ministry. (e.g., Director of High School or Middle School Ministries, Director of Children’s Ministries, Director of Weekday School, Director of Child Development Center, Director of Music.) If one of these individuals is accused of inappropriate treatment, reporting of such incident will be to his/her supervisor.

**Sexual Offender** – Any person convicted of a crime involving sex including rape, sexual battery, sexual offense, indecent liberties, promoting or participating in prostitution of a minor, sexual exploitation of a minor, disseminating pornography to children, kidnapping or abduction. Anyone listed on a Sex Offender Registry.

**Training or Training Session** – As referenced in this Policy, training shall be conducted in person using a prepared presentation and accompanying documentation.

**Volunteer** - Any person who gives of their time in support of or to assist in a FPC sponsored activity involving Children and Youth.

# CHILD and YOUTH PROTECTION POLICY SUMMARY

## Psalm 27:4-5

*One thing I ask from the LORD, this only do I seek: that I may dwell in the house of the LORD all the days of my life, to gaze on the beauty of the LORD and to seek him in his temple. For in the day of trouble he will keep me safe in his dwelling; he will hide me in the shelter of his sacred tent and set me high upon a rock.*

At the First Presbyterian Church of Charlotte, (FPC) we take very seriously our moral and legal responsibility to provide a safe sanctuary for Children and Youth and support for those who work with them. This is an expression of our faith as we seek to proclaim the good news that we know in Jesus Christ and work for Him in the heart of Charlotte and beyond.

We believe that parents, volunteers, and employees prefer a church with an established, caring protection program. Therefore, FPC commits to provide a safe environment and affirms the rights of children and youth and adults to be protected from inappropriate treatment whether through neglect, sexual, physical, or emotional abuse.

### This policy applies to:

All employees and volunteers working with Children and Youth ages 18 and under.

This policy is intended to:

- Create a safe environment for Children and Youth
- Protect Children and Youth from neglect, physical, sexual, emotional, and spiritual abuse
- Educate employees and volunteers on ways to prevent abuse and avoid situations which might result in allegations
- Protect employees and volunteers from unwarranted allegations of child abuse

### Components:

Screening  
Supervising  
Reporting and Responding

### Screening employees and volunteers:

Employees/Volunteers	Criminal background check	Reference Check	Training	Interview
<b>Employees</b> with frequent, ongoing, direct interaction with Children and Youth	X	X	X	X
<b>Employees</b> with infrequent interaction with Children and Youth	X	as needed	X	X
<b>Volunteers</b> with frequent, ongoing, direct interaction with Children and Youth	X	as needed	X	X
<b>Volunteers</b> with infrequent interaction with Children and Youth	X		X	
<b>Volunteers</b> who are not members or have been members for < 6 months	X	X	X	X

### Supervising

#### Two-Adult Policy:

At least two adults must be present with children at all times and remain in sight of one another except in emergency situations.

#### Open Door Policy:

Doors to rooms in which children are present are to

remain open.

**Six Month Policy:** Any person in a leadership position with children or youth must have been a member of FPC for at least six months.

### Training:

Any person working with Children or Youth must complete training every three years and sign a Recommitment Form every year. Training includes:

- theological and legal need for the policy
- what constitutes inappropriate treatment
- components of FPC's policy
- appropriate skills for supervising and chaperoning children and youth
- how to report a suspected incident
- how the church will respond

### Code of Conduct:

Employees and volunteers are expected to follow the Employee and Volunteer Code of Conduct (see reverse).

### Reporting Allegations of Suspected Abuse:

- The safety and security of children and youth are to be safeguarded before the accused person is confronted or other steps taken.
- Each employee and volunteer is required to document in writing any witnessed or suspected situation of alleged abuse.
- Such allegations should be reported to the Program Director and/or Assoc. Pastor of Administration within 24 hours.

### Responding to Allegations of Suspected Abuse:

- All persons shall maintain confidentiality.
- Any person accused of inappropriate treatment shall be treated with dignity and support.
- All reports will be taken seriously, but not judged prematurely.

# EMPLOYEE AND VOLUNTEER CODE OF CONDUCT

## PC employees and volunteers:

1. Will not verbally, emotionally, physically, or sexually abuse children or discipline children by use of physical punishment or by failing to provide the necessities of care. Will use physical restraint only in situations necessary to protect the children, other children, or staff from harm.
2. Will avoid situations during FPC programs in which they would be alone with a single child and cannot be observed or monitored by others. As adults supervise children, they should space themselves in a way that other adults can see them.
3. Are expected to observe the Two Adult Rule and Open Door Policy in their interaction with Children and Youth at all times except in emergency situations. Adults should only visit a child's home in the presence of a parent or legal guardian.
4. Will always use proper supervision when children are using public bathrooms such as i) ensuring no suspicious or unknown individuals are occupying the restroom before allowing children to use the facilities; ii) calling on leaders who may be "floating" from room to room to assist with restroom supervision in order to maintain the two-adult rule; iii) assuring that children will be sent in pairs, and whenever possible, with a FPC employee or volunteer who will stand in the doorway in visual sight of another adult while children are using the restroom.
5. Will respect the rights of Children and Youth not to be touched in ways that make them feel uncomfortable, and their right to say no. Adults will discourage children and youth from touching others in an inappropriate manner.
6. Should be alert to the physical and emotional state of children entering the program. Any signs of injury or possible child abuse must be reported to the Program Director who will report to the Senior Pastor or designee.
7. Should release children only to the authorized parent, guardian, or other individual.
8. Will not use, possess, or be under the influence of alcohol or illegal drugs, or be impaired by legally prescribed drugs during church working hours or church-sponsored programs. Will not smoke or use tobacco during church programs.
9. Will not i) use profanity, inappropriate language jokes, or any kind of harassment in the presence of children, youth or parents; ii) share inappropriate details of their personal life; or iii) ask Children or Youth to share inappropriate details through any form of communication: written, verbal, or electronic. FPC employees and adult volunteers may not date program participants under 18 years of age.
10. Are required to i) read, sign, and adhere to all policies related to identifying, documenting, and reporting child abuse; and ii) attend training sessions on the subject, as instructed by a supervisor.
11. Are required to report to the Senior Pastor or Associate Pastor of Administration any circumstances under this policy that might affect their ability to work with Children and Youth.
12. Are encouraged to be aware of, to help remedy and to report situations where risk of inappropriate treatment exists.



---Confidential---

**EMPLOYEE AND VOLUNTEER APPLICATION  
TO WORK WITH CHILDREN AND YOUTH**

To be completed every three years by employee or volunteer applicants for any position involving the supervision of Children or Youth. This form will be reviewed and processed by the applicable Program Director and maintained in a locked, confidential file.

- Employee
- Volunteer
- Children
- Youth
- WDS
- CDC
- Outreach
- Adult Ed

Training Date:  
\_\_\_\_\_

Driving:  
\_\_\_\_\_

Date \_\_\_\_\_

Name Last First Middle

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Gender \_\_\_M\_\_\_F

Occupation \_\_\_\_\_ Place of Employment \_\_\_\_\_

Email address \_\_\_\_\_

Are you a member of First Presbyterian Church? Yes \_\_\_\_\_ # Years \_\_\_\_\_ No \_\_\_\_\_

Current Address:

Street City State Zip

How many years at this address? \_\_\_\_\_

If you have lived outside of Mecklenburg County during the past five years, please list former addresses: (use back of page if needed)

\_\_\_\_\_

Driver's License No. \_\_\_\_\_ State Issued \_\_\_\_\_

List all previous church work involving Children/ Youth: (Organization name, address, contact person, type of work, dates, etc.)

\_\_\_\_\_  
\_\_\_\_\_

List all previous non-church work involving children/ Youth. Be specific:

\_\_\_\_\_  
\_\_\_\_\_

**Personal References**

(not required for anyone who has been a First Presbyterian member for two or more years and who has been involved in First Presbyterian’s children/youth activities)

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

**Authorization to Review Records**

I understand that, as part of the review of my application to work with Children and Youth, FPC may request one or more “consumer reports” about me from third parties (“consumer reporting agencies”) who are in the business of compiling such information about individuals. Such reports may include, without limitation, annually collected information from driving record summaries from the Division of Motor Vehicles, criminal and civil court records, and state Sex Offender registries. I hereby authorize and instruct any such consumer reporting agencies to release such reports to FPC. I hereby release and hold harmless FPC and all persons at FPC receiving such reports in connection with the review of my application, from any and all liability resulting from such disclosure.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

If applicant is younger than 18 years of age:

**Signature of Parent or Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

**Applicant’s Statement**

The information contained in this application is correct and complete to the best of my knowledge. I authorize any references, churches, or other organizations listed in this application to give you any information they may have (including employer’s opinions) regarding my character and fitness for working with Children or Youth, and I hereby release all such references, churches, or other organizations from liability for damages of whatever nature that may result from furnishing such evaluations to you. I waive any right I may have to inspect any information provided about me by any person or organization identified by me in this application.

I have not participated in, or been accused or convicted of, or pled guilty or nolo contendere (no contest) to abuse, sexual misconduct, or criminal offense of any kind.

Should my application be accepted, I agree to follow the Child and Youth Protection Policy and to refrain from inappropriate conduct in the performance of my services on behalf of FPC. I understand that any violation of this Code of Conduct or misrepresentation of information that I have provided may result in termination of employment or volunteer service with children/youth. I further understand that if I drive on a FPC sponsored Children or Youth event, my personal Automobile, Liability, or Medical Insurance shall serve as primary coverage, with FPC’s insurance serving as secondary coverage, in the event of any and all liability, loss, damages, claims or action for bodily injury, and/or property damage.

I have received training on the Child and Youth Protection Policy and accompanying addendums of FPC, Charlotte, NC, have read the accompanying documentation, and agree to observe all church policies and procedures regarding working with Children/Youth.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_