



Child Safety Plan

Goals

1. To prevent abuse, whether verbal, sexual, or physical.
2. To give parents, as well as young people and children, people of mind that we are doing everything possible to provide a safe environment.
3. To protect volunteers from false accusations.
4. To protect our church from lawsuits.
5. To protect the name of the Lord.
6. To implement procedures that help us fulfill the legal requirements of the State of Michigan.

Selection and Screening

1. Student workers (7th grade—age 17) will be approved through the Student Ministry and must complete a Student Impact Ministry agreement with their parent's/guardian's consent.
2. 2. Adult workers (age 18 and older) will be approved through the following process:
 - a. Adult workers must be members of North Park Baptist Church.
 - b. All adult applicants who wish to serve with minors must complete a Child Safety Application Form:
 - i. Complete and return the application
 - ii. Have a personal interview
 - iii. A background check and personal reference check will be done on all applicants.
 - iv. A person who has sexually abused a minor will be disqualified from working with minors.
 - c. Applicants should attend services regularly and be involved in activities at NPBC a minimum of six months before serving with minors.
 - d. Workers will complete a Child Safety Renewal Application every 2 years.

Supervision

1. All workers must avoid any wrongdoing or the appearance of conduct or conversation that could be interpreted as indiscreet.
2. Workers are expected to adhere to the specific guidelines for their ministry.
3. Workers are not to be with children or youth in secluded areas.
4. The monitoring procedure includes a supervisor periodically observing the nursery, classrooms, and other areas where activities are taking place, including overnight events.
5. Ideally in group settings, such as the nursery, 2/3's, and Pre-K/K classes, there will be at least two adult workers or one adult worker and two teen workers. At least one supervisor should be a female and at least 18 years old, and at least one worker should not be an immediate family member to the others.
6. All parents must complete a NPKids registration card each year. Children Nursery – 3rd grade will be given a name tag to wear on Sunday mornings and parents will be given a family ID tag. When picking up children from class please return both child's tag and parent tag to the staff at the NPKids desk.
7. Kids Connection parents must fill out a "Release Form" that specifies those who are allowed to check out their child from Kids Connection.
8. This Child Safety Plan will be reviewed with all workers annually.

Report and Response Plan

1. Report
 - a. Report any suspicious or risky behavior to the Children's Ministry Director or Executive Pastor.
2. Response Plan
 - a. An Immediate Response Committee shall be formed promptly, as deemed necessary. This committee will include the Lead Pastor, the Executive Pastor, the Children's Ministry Director, and an attorney ex officio.
 - b. An attorney's advice will be sought for guidance on reporting the allegation to the insurance company, civil authorities, and the parents or guardians.
 - c. The committee will take appropriate steps to implement State of Michigan guidelines for reporting alleged abuse or neglect.
 - d. An attorney's advice will be sought on communication to the congregation and media.