

CHARLESTON ATLANTIC PRESBYTERY
CHILDREN, YOUTH, AND VULNERABLE ADULT PROTECTION POLICY
APRIL 2025

POLICY APPLICATION STATEMENT: It is the policy of the General Assembly of the Presbyterian Church (U.S.A.) (“PCUSA”) to maintain the strongest sense of integrity, safety, nurturing, and care involving all interactions with children, youth, and vulnerable adults. Therefore, the Charleston-Atlantic Presbytery has adopted these policies for all Presbytery-sponsored (affiliated) activities that involve children, youth, and vulnerable adults. Part 1 of this policy deals with our responsibility to youth and children. Part 2 deals with our responsibility to vulnerable adults.

POLICY RATIONALE: The implementation and documentation of a Child/Youth/Vulnerable Protection Policy strives to reduce the risk of abuse and neglect for the following reasons:

- Children, youth, and vulnerable adults are a gift from God and the Church has a divine mandate to provide for their safety and nurturing. The Church is called to be a place that reflects the open arms of Jesus. In Matthew 19:14, Jesus says, “Let the little children come to me.” The Church is to be, at all levels of council and in all entities, a place of safety and nurture reflective of the arms of Christ.
- Any type of abuse involving children, youth, or vulnerable adults has lasting and devastating effects on the life of the victim/survivor. It is the call of the Church to be a life-giving entity of Christ’s healing and hope for community and individuals, not an entity that brings harm and hurt.
- The Book of Order states, “The congregation as a whole, on behalf of the Church universal, assumes responsibility for nurturing the baptized person in the Christian life,” and Presbyterians believe this baptismal commitment to be a serious one, understanding it to apply to all in the church’s care, including children, youth, and vulnerable adults. (Book of Order W-2.3013).

PART 1: PROCEDURES TO FOLLOW WHEN PROVIDING CARE FOR CHILDREN AND YOUTH

A. A VISION FOR CHILDREN AND THE CHURCH

“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 10:14-16

Because we affirm that all children are a gift of God, created by God and created good; all children are a gift to the whole of the human community; all children have a real faith, and gifts for ministry; all children have the right to be children; and all children are not just tomorrow, they are today.

Because we believe that all children depend upon adults for safety and security in a world that does not always value children; all children are affected first and most deeply by those things that work against health and wholeness:
where there is disease, children sicken and die;
where there is homelessness, children sleep on the streets and in other dangerous places;
where there is war, children are frightened and without a safe place;
where the air and water are polluted, children feel the effect in their bodies and in their futures;
where there is shame, children’s spirits are wounded.

Therefore we hope for a world where all children can find a safe place;
where all ages, races, genders, creeds, and abilities are recognized, valued, and celebrated;
where all adults hear the voices of children and speak with as well as for them; where all children have “first call” on the world’s resources and first place in the minds and hearts of the world’s adults.

Because Jesus welcomed children and encouraged us to welcome them in his name; Jesus lifted up a child as an example of what the realm of God is like;
Therefore we hope for a church where we take seriously our baptismal vow to nurture all children committed to our care;
where we bring good news to all those places where children are in need; where adults and children alike share in ministry.

We covenant to act so that this vision may be made real for all children, now and in times to come.

Adopted by the 205TH General Assembly, 1993

B. GENERAL PURPOSE STATEMENT AND DEFINITIONS

1. Because we believe that children are a gift of God as demonstrated by Jesus welcoming them; because we believe in the *Vision for Children* adopted by the 205TH General Assembly; and because we are called, as God's people to nurture, love, and care for our children, Charleston Atlantic Presbytery has adopted the following policies to provide a safe place for our children and youth to experience the kingdom of God.
2. For the purpose of this Policy, the terms "child" or "children" include all persons under the age of eighteen years. The term "youth" includes all persons registered as youth participants for ministry programs, regardless of age.
3. For the purpose of this Policy, the term "Child/Youth worker" or "worker" includes all persons, volunteer or paid, that are working with Children or Youth at any event.
4. For the purpose of this Policy, the term "event" or "Presbytery event" applies to any program, meeting, camp, mission project, or any other activity sponsored or sanctioned by Charleston Atlantic Presbytery that involves Children or Youth.
5. This policy provides guidance but does not control how congregations within the presbytery manage their programs with Children, Youth and Vulnerable adults.

C. GUIDELINES FOR EVENTS SPONSORED OR SANCTIONED BY CHARLESTON ATLANTIC PRESBYTERY

1. This policy applies to all Presbytery-sponsored and sanctioned events including those with recognized mission partners.
2. Participating churches must provide adult leadership for their participating Youth and Children at Presbytery events, unless they are specifically informed that they do not need to do so.
3. All workers and leaders, paid or volunteer, must be approved and endorsed by their Session or appropriate governing body. See Attachment 1. This endorsement must be completed and returned prior to the start of the event.
4. Charleston Atlantic Presbytery requires one adult for every six children at Presbytery events for children in grades 6-12. A one to four ratio is required for preschool and elementary aged children. For bus transportation, the ratio is one to twelve with at least two adult chaperones on each bus.
5. All adults serving as volunteers, chaperones, advisors, or mentors must be at least 21 years of age. Persons under 21 years of age may serve as advisors or group leaders under adult supervision.
6. When an overnight is involved, if there are male and female Children or Youth participating, the church must provide male and female adult chaperones. If a married couple from a sponsoring church is at the event, they may count as either a male or a female chaperone, but not as both.
7. Children or Youth and adults must maintain different showering and grooming hours at events in which bathrooms and shower rooms are shared in housing. These hours must be posted on site.

8. In cases where special circumstances require accommodation for sleeping or showering arrangements, requests for such accommodation should be made in advance by the sponsoring church.
9. At least two adults will be present at events where Children or Youth are present, i.e. chaperones in a cabin, or leading small groups.
10. When Children or Youth are in a room with any worker the door must have a view window installed or must remain open at all times.
11. If car or van transportation is provided by the Presbytery for Youth/Child events, there must be a minimum of three people present in the vehicle- either two adults and a child or one adult and two children. Drivers must be at least 25 years of age.
12. All adult drivers at Child/Youth events must have proper licensure and insurance on file with the organizing Entity. Seat Belts should be used when available. All drivers transporting Children or Youth must be over the age of twenty-five and must be informed that if their vehicle is used, their insurance would be primary if an accident occurs. If a charter bus is rented, or any outside carrier is contracted, the company hired must ensure criminal background checks on their drivers. Each vehicle must follow the ratio rules noted in this section. Lastly, no Child or Youth may be a driver at any event or activity (this includes golf carts at events).
13. The event leader is responsible for assuring that the following forms have been completed and returned.
 - a. Parents or guardians must complete the Event Application (attachment 2) by the deadlines set by the event leadership. These must be completed fully and available on or before the start of an event.
 - b. The legal guardians of each Child or Youth must complete and sign the Child/Youth Medical Information Form (attachment 3), including all contact information for parents and legal guardians .The medical form must include a copy of the Child/Youth's health insurance card.
 - c. The legal guardians of each Child or Youth must complete and sign the Child/Youth Consent and Hold Harmless Form (attachment 4).
14. Any photos at the event that are used in social media or published material by the Presbytery must be released by the parent/guardian. This written permission is part of Attachment 4.
15. Each event must have a designated Safe Child Response Team.
 - a. This team must be identified and trained by the Director of Youth Ministry or other Presbytery event leader, and be present and available throughout the entire duration of the event.
 - b. This team should be comprised of at least three members, staff or volunteer. The response team will familiarize itself with the terms of this Policy as well as established procedures under the rules of Church Discipline in the Book of Order of the Presbyterian Church (U.S.A.) for responding to complaint(s) of alleged Child/Youth abuse against any person, whether it is a worker or another participant in the activity.
 - c. Responsibilities of this team are stated in section I.3.
 - d. Age-appropriate training to Children or Youth should be provided regarding behavior that should be reported to a member of this team.

16. For infrequent and unusual situations that are not easily classified elsewhere in the policy, the standards and spirit of this policy shall be recognized as being in force.

D. CODE OF CONDUCT FOR CHILD/YOUTH WORKERS

1. Child/Youth Workers shall:
 - a. Respond to Children and Youth with respect and consideration and treat all of them equally, regardless of race/ethnicity, color, national origin, gender, marital status, sexual orientation, gender identity/expression, creed, protected disability status, citizenship status, genetic information, or religious affiliation.
 - b. Act as a positive role model for Children and Youth by maintaining an attitude of respect, patience, and maturity.
 - c. Maintain appropriate boundaries when in positions of power with Children and Youth.
 - d. Not give money or gifts to Children and Youth, except within the context of a group gift given to all participants in the celebration of special events or recognitions.
2. All workers should complete Child and Youth Protection Training at their church prior to any event. Event leadership shall provide training regarding this Policy for all persons who are interacting with Youth and Children at each event. A copy of the full Policy shall be available on site during the event for review and reference.
3. Adult workers/caregivers should respect the privacy of the Children or Youth to whom they provide care. Responsible use of digital devices and cell phones is required in all situations (ex. Taking age-appropriate photographs and movies, not taking photographs of Children or Youth who are not fully clothed). Adults, Youth and Children are required at all times to wear appropriate attire. Child/Youth Workers are not permitted to take photographs of Children or Youth under their care or at the meeting or event and share them in any way, including on the internet, without the written permission of a parent or guardian of the Child or Youth
4. Prohibited behaviors include but are not restricted to:
 - a. Display of sexual affection towards Children or Youth participants.
 - b. Use of profanity or off-color jokes.
 - c. Discussion of sexual encounters with or around Children or Youth or in any way involving Children or Youth in personal problems or issues.
 - d. Dating or becoming “romantically” involved with Children or Youth.
 - e. Using or being under the influence of alcohol or illegal drugs in the presence of Children or Youth.
 - f. Possessing sexually oriented materials—including printed or online pornography—on church property or property being utilized for a church event.
 - g. Having secrets with Children or Youth.
 - h. Staring at or commenting on the bodies of Children or Youth.
 - i. Engaging in inappropriate electronic communication with Children or Youth, such as private text threads or messages between one adult and one Child/Youth..
 - j. Working one-on-one with Children or Youth in a private setting.

- k. Abusing Children or youth in anyway, including (but not limited to) the following:
 - 1. Physical abuse: hit, spank, shake, slap, unnecessarily restraint.
 - 2. Verbal abuse: degrade, threaten, or curse.
 - 3. Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations.
 - 4. Mental abuse: shame, humiliate, act cruelly.
 - 5. Neglect: withhold food, water, shelter.
 - 6. Permit Children or Youth to engage in the following: hazing, bullying, derogatory name-calling, ridicule, humiliation, or sexual activity.

E. SCREENING AND BACKGROUND CHECKS

All Child/Youth Workers, whether on a paid staff, contractor, or volunteer basis, shall be subject to the following:

- a. All Child/Youth workers must be at least eighteen years-old
- b. No volunteer Child/Youth worker will be considered for any position involving contact with Children or Youth at a Presbytery event until s/he has been involved in his/her congregation for a minimum of six months. This time allows for better evaluation and suitability of the applicant for working with children.
- c. All workers must be evaluated and endorsed by the Session or governing body of their church. This must include completion of Child/Youth Protection training and a comprehensive background check, including a criminal background check within one year of the event. Sponsoring churches have the responsibility to review information received from workers and background checks, and deal with it appropriately. Attachment 1 must be completed by all workers and returned prior to the event.

F. TRAINING

- 1. All Child/Youth Workers, paid, contracted, or volunteer, must complete Child/Youth Protection training sometime within the year prior to the event. These trainings shall cover, but are not limited to:
 - a. What constitutes Child/Youth abuse and neglect.
 - b. How to recognize signs and symptoms of abuse and neglect.
 - c. State laws concerning definitions of abuse and reporting.
 - d. Mandatory criminal background checks and the security of those files.
 - e. Explanation of the importance of the application and screening processes.
 - f. Appropriate boundaries with Children or Youth, especially regarding adult/Child/Youth ratios, transportation, and use of technology.
- 2. If an overnight event is planned, discussions of boundaries involving appropriate sleeping arrangements and restroom/shower facilities use shall be discussed.
- 3. The presence of a Safe Child Response Team at each event and how to contact them.

G. DISQUALIFYING OFFENSES TO SERVE IN MINISTRY

No person may serve as a Child/Youth Worker who has a conviction on his/her record of certain felonies or misdemeanors, including, but not limited to, any of the following:

1. Criminal homicide
2. Aggravated assault
3. Crimes related to the possession, use, or sale of drugs or controlled substances
4. Sexual Abuse
5. Sexual assault
6. Injury to a Youth or Child
7. Incest
8. Indecency with a Youth or Child
9. Inducing sexual conduct or sexual performance of a Youth or Child
10. Possession or promotion of child pornography
11. The sale, distribution, or display of harmful material to a Youth or Child
12. Employment harmful to Youth or Child
13. Abandonment or endangerment of a Youth or Child
14. Kidnapping or unlawful restraint
15. Public lewdness or indecent exposure; and enticement of a Youth or Child
16. Any crime that involves Sexual Misconduct or Sexual Abuse, particularly if it involves misconduct or abuse with a Youth or Child
17. Any crime that involves Misuse of Technology for sexual purposes, such as collecting or distributing photographs of Children or Youth who are naked or in sexual or inappropriate poses (child pornography)
18. Any crime that involves the use of force, such as assault or endangerment
19. Any crime that involves abduction and kidnapping
20. Any crime that involves drinking and driving, such as driving while intoxicated

H. INDICATORS OF CHILD ABUSE

The following characteristics may be indicators of abuse, although they are not necessarily proof. Individually, any one of the indicators may be a sign of a number of other more or less serious problems. When these indicators are observed in a child, they can be considered as a warning and lead you to look into the situation further.

1. Possible Signs of Physical Abuse
 - a. hostile and aggressive behavior towards others
 - b. fearfulness of parents and/or other adults
 - c. destructive behavior toward self, others, and/or property
 - d. inexplicable fractures or bruises inappropriate for child's developmental stage
 - e. burns, facial injuries, pattern of repetitious bruises
2. Possible Signs of Emotional Abuse
 - a. exhibits severe depression and/or withdrawal
 - b. exhibits severe lack of self-esteem
 - c. failure to thrive
 - d. threatens or attempts suicide

- e. speech and/or eating disorders
 - f. goes to extremes to seek adult approval
 - g. extreme passive/aggressive behavior patterns
3. Possible Signs of Neglect
- a. failure to thrive
 - b. pattern of inappropriate dress
 - c. begs or steals food; chronic hunger
 - d. depression
 - e. untreated medical conditions
 - f. poor hygiene
4. Possible Signs of Sexual Abuse
- a. unusually advanced sexual knowledge and/or behavior for child's age and developmental stage
 - b. depression- cries often for no apparent reason
 - c. promiscuous behavior
 - d. runs away from home and refuses to return
 - e. difficulty walking or sitting
 - f. bruised bleeding in vaginal or anal areas
 - g. exhibits frequent headaches, stomachaches, and extreme fatigue
 - h. sexually transmitted diseases

I. RESPONDING TO ALLEGATIONS OF ABUSE

1. For purposes of this policy, "abuse" is any action (or lack of action) which endangers or harms a child or youth's physical, psychological or emotional health and development. Abuse occurs in different ways and includes the following:
- a. **Physical abuse**- any physical injury to a child which is not accidental, such as beating, shaking, burns, and biting.
 - b. **Emotional abuse**- emotional injury when the child is not nurtured or provided with love and security, such as an environment of constant criticism, belittling and persistent teasing.
 - c. **Sexual abuse**- any sexual activity between a child and an adult or between a child and another child at least four years older than the victim, including activities such as fondling, exhibitionism, intercourse, incest, and pornography.
 - d. **Neglect**- depriving a child of their essential needs, such as adequate food, water, shelter, and medical care.
2. Volunteers may have the opportunity to become aware of abuse or neglect of the children under our care. In the event that an individual involved in the care of children at a Charleston Atlantic Presbytery event, becomes aware of suspected abuse or neglect of a child under his/her care, this should be reported immediately to the presbytery's General Presbyter, Stated Clerk, Director of Youth Ministry, or any other individual leading the event for further action including reporting to authorities as may be mandated by state law.

3. In the event that an incident of abuse or neglect is alleged to have occurred at a Charleston Atlantic Presbytery program or event, the following procedure shall be followed:
 - a. The **Safe Child Response Team** shall have the following responsibilities in response to allegations of Child/Youth Abuse or neglect incurred against any Child/Youth Worker or event participant:
 1. Immediately provide for the safety of the alleged victim(s) involved.
 2. Make immediate decisions concerning the temporary removal of the individual accused from any contact with Children or Youth pending an investigation, and/or removal of the accused from the event until a resolution of the allegations has occurred.
 3. immediately notify the parents or guardian of the Child or Youth, and the pastor of their church.
 4. Have the appropriate people complete Attachments 5 and 6 to provide written documentation.
 5. Notify the Stated Clerk and General Presbyter of Charleston Atlantic Presbytery immediately of the report of alleged abuse/neglect.
 - b. **Charleston Atlantic Presbytery** will have the following responsibilities.
 1. The presbytery will comply with the state's requirements regarding mandatory reporting of abuse
 2. The presbytery's insurance company will be notified and will complete an incident report.
 3. The presbytery will cooperate with any investigation of the incident by state or local authorities. In the event there is no investigation of the incident by state or local authorities, a team appointed by Presbytery Shepherding Team will be formed to investigate the circumstances of the incident. The team should act only in consultation with the Stated Clerk who may involve the presbytery's insurance company and/or attorney.
 4. Any person who is not found innocent of the alleged abuse or misconduct will be unable to serve as a volunteer, chaperone, advisor, mentor, or leader.
 5. The Stated Clerk of Charleston Atlantic Presbytery will be the spokesperson to the media concerning incidents of abuse or neglect, unless he or she is alleged to be involved. All others should refrain from speaking to the media.
 6. A pastoral visit will be arranged for those who desire it.

J. RESPONDING TO ACCIDENT OR INJURY

In the event that an accident occurs that results in significant injury to a Child/Youth at a Charleston Atlantic Presbytery program or event, the accident/injury should be reported immediately to the Safe Child Response Team and the following procedure shall be followed:

- a. The **Safe Child Response Team** shall have the following responsibilities in response to an accident resulting in a significant injury to an event participant:
 1. Provide for the safety of and medical care for the injured Child/Youth.
 2. Notify the parents or guardian of the Child or Youth, and the pastor of their church.

3. Have the appropriate people complete Attachments 5 and 6 to provide written documentation of the accident / injury
 4. Notify the Stated Clerk of the Presbytery
- b. **Charleston Atlantic Presbytery** will have the following responsibilities.
1. Notify the insurance company if appropriate.
 2. Cooperate with any investigation of the accident by state or local authorities if one is necessary.
 3. The Stated Clerk of Charleston Atlantic Presbytery will be the spokesperson to the media concerning any accident or incident. All others should refrain from speaking to the media.
 4. A pastoral visit will be arranged for those who desire it.

D. CONFIDENTIALITY OF RECORDS

The Presbytery shall maintain all Child/Youth Worker applications, results of background checks, and related information in confidential, secured files.

PART II: POLICIES FOR PROVIDING CARE FOR VULNERABLE ADULTS

A. GENERAL PURPOSE STATEMENT AND DEFINITIONS

1. For the purpose of this Policy, a Vulnerable Adult is defined as any person eighteen-years-old or older without the developmental or cognitive capacity to consent.
2. For the purpose of this Policy, the term “event” or “Presbytery event” applies to any program, meeting, camp, mission project, or any other activity sponsored or sanctioned by Charleston Atlantic Presbytery that involves Vulnerable Adults.
3. For the purpose of this Policy, the term “Vulnerable Adult worker” or “worker” includes all persons, volunteer or paid, that are working with Vulnerable Adults at any event.
4. This policy provides guidance but does not control how congregations within the presbytery manage their programs with Vulnerable Adults.

B. GENERAL GUIDELINES

1. All “Vulnerable Adult workers” shall:
 - a. respond to Vulnerable Adults with respect and consideration and treat all of them equally, regardless of race/ethnicity, color, national origin, gender, age, marital status, sexual orientation, gender identity/expression, creed, protected disability status, citizenship status, genetic information, uniformed service or veteran status, religious affiliation, or other protected status.
 - b. act as a positive role model for Vulnerable Adults by maintaining an attitude of respect, patience, and maturity.
 - c. maintain appropriate boundaries when in positions of power with Vulnerable Adults
 - d. respect the privacy of the Vulnerable Adults to whom they provide care.
Responsible use of digital devices and cell phones is required in all situations.
2. All volunteers and employees at any Presbytery sponsored meetings and events who are responsible to supervise Vulnerable Adults must also abide by a code of conduct that emphasizes the following prohibited behaviors. Some of these prohibited behaviors include but are not restricted to:
 - a. Display of sexual affection toward a Vulnerable Adult.
 - b. Use of profanity or off-color jokes.
 - c. Discussion of sexual encounters with or around Vulnerable Adults in any way involving Vulnerable Adults in personal problems or issues.
 - d. Dating or becoming “romantically” involved with Vulnerable Adults.
 - e. Using or being under the influence of alcohol or illegal drugs in the presence of Vulnerable Adults.
 - f. Possessing sexually oriented materials—including printed or online pornography—on church property or property being utilized for a church event.
 - g. Having secrets with Vulnerable Adults.
 - h. Staring at or commenting on the bodies of Vulnerable Adults.

- i. Engaging in inappropriate electronic communication with Vulnerable Adults., such as private text threads or messages between one adult and one Vulnerable Adults.
- j. Working one-on-one with in a private setting.
- k. Abusing Vulnerable Adults in any way, including (but not limited to) the following:
 - a. Physical abuse: hit, spank, shake, slap, unnecessarily restraint.
 - b. Verbal abuse: degrade, threaten, or curse.
 - c. Sexual abuse: inappropriately touch, expose oneself, or engage in sexually oriented conversations.
 - d. Mental abuse: shame, humiliate, act cruelly.
 - e. Neglect: withhold food, water, shelter.
 - f. Permitting others to engage in the following: hazing, bullying, derogatory name-calling, ridicule, humiliation, or sexual activity to or with Vulnerable Adults

B. SPECIFIC GUIDANCE FOR EVENTS

At the time that this policy is being written, Charleston-Atlantic Presbytery does not sponsor or support specific programs for Vulnerable Adults. At the time that such a program is considered, these guidelines will need to be reviewed and modified according to current standards.

It is noted that Charleston Atlantic Presbytery used the Presbyterian Church (U.S.A.) Child, Youth, and Vulnerable Adult Protection Policy to develop this policy. The PC(USA) Policy was adopted by the 224th General Assembly of PC(USA) 2020, and updated by the Board of Directors of the Presbyterian Church (U.S.A.), a Corporation May 20, 2021.

ATTACHMENT 1 (P 1 of 2)

SESSION / GOVERNING BODY ENDORSEMENT FOR CHARLESTON ATLANTIC PRESBYTERY EVENTS

Because we believe that children are a gift of God as demonstrated by Jesus welcoming them; because we believe in the *Vision for Children* adopted by the 205th General Assembly; and because we are called, as God’s people to nurture, love, and care for our children, Charleston Atlantic Presbytery has adopted the attached covenant to provide a safe place for our children and youth to experience the kingdom of God. (see “A Vision for Children and the Church” at Part 1.A. of this policy.)

The Session/ Governing Body of _____ Church does hereby attest that the following person _____

- has been a member of this church for at least six months
- has completed Child/Youth Protection training within the past calendar year
- is authorized to be in ministry with the children and youth of this church
- has had a background check within the past calendar year.

There are no disqualifying offenses that we are aware of or that were revealed in the background checks, including those listed on page 2 of this endorsement. Thereby, we endorse his/her service to the Charleston Atlantic Presbytery Child and Youth Programs.

Signature: _____

Date: _____

Name (printed): _____

Position: _____

SESSION / GOVERNING BODY ENDORSEMENT
Page 2 of 2

DISQUALIFYING OFFENSES TO SERVE IN MINISTRY

No person may serve as a Child/Youth Worker for events sponsored by or sanctioned by Charleston Atlantic Presbytery who has a conviction on his/her record of certain felonies or misdemeanors, including, but not limited to, any of the following:

1. Criminal homicide
2. Aggravated assault
3. Crimes related to the possession, use, or sale of drugs or controlled substances
4. Sexual Abuse
5. Sexual assault
6. Injury to a Youth or Child
7. Incest
8. Indecency with a Youth or Child
9. Inducing sexual conduct or sexual performance of a Youth or Child
10. Possession or promotion of child pornography
11. The sale, distribution, or display of harmful material to a Youth or Child
12. Employment harmful to Youth or Child
13. Abandonment or endangerment of a Youth or Child
14. Kidnapping or unlawful restraint
15. Public lewdness or indecent exposure; and enticement of a Youth or Child
16. Any crime that involves Sexual Misconduct or Sexual Abuse, particularly if it involves misconduct or abuse with a Youth or Child
17. Any crime that involves Misuse of Technology for sexual purposes, such as collecting or distributing photographs of Children or Youth who are naked or in sexual or inappropriate poses (child pornography)
18. Any crime that involves the use of force, such as assault or endangerment
19. Any crime that involves abduction and kidnapping
20. Any crime that involves drinking and driving, such as driving while intoxicated

ATTACHMENT 2 (p1 of 2)

**CHARLESTON ATLANTIC PRESBYTERY
EVENT REGISTRATION FORM**

Name of Activity: _____ Date of Event: _____

Participants Name: _____

Home Church: _____

Gender: _____ Age: _____ Grade in school: _____ Date of Birth (M/D/Y): _____

Home Phone #: _____

Address (Street, City & Zip): _____

Covenant

For this time together, we will be doing our best to live together as family in Christian community. Each person contributes to the family and we all need to be responsible for our time together. As a member of the community, I will:

- R: Refrain from consuming alcohol, using illegal drugs or smoking.
- E: Enjoy the time of rest and renewal.
- S: Seek to hear God's claim on my life through the opportunities provided.
- P: Participate in all aspects and activities of the retreat.
- E: Expect to encounter God.
- C: Care for others by being a good steward of the resources provided over the course of the event including but not limited to the food prepared, supplies provided, and person leading the event.
- T: Treat the facilities with reverence. Be responsible for my own belongings and respect the property of others.
- F: Friendship - Take time to meet at least one new friend. Be responsible in my expressions of care, concern, and intimacy. Be respectful of others by not being in the bedrooms of the opposite sex.
- U: Understanding, be considerate of one another, seek to hear others.
- L: Lights out. Abide by the lights out policy of the event and be in my room or cabin by that time.
 - Respect the authority of all of the adults at the retreat.
 - Wear appropriate clothing. Including no short shorts, spaghetti strap tank tops, strapless tops, clothing with inappropriate slogans or pictures, etc.

Vandalism and Property Damage: Any person who damages or destroys property will be responsible for the cost of replacement and repair.

Disrupting Event Activities: A great deal of time, effort, prayer, and money go into preparing a youth event. Disruptive behavior during any planned activity makes it hard for everyone to get the most out of the time that we have together. Participants can expect two warnings about this from any adult leader. Anyone who continues to disrupt will not be invited to the next event and may be dismissed from the current event, in addition to having the opportunity to explain their actions to their parents, guardians or pastor.

Participant's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

ATTACHMENT 3 (p. 1 of 1)
CHARLESTON ATLANTIC PRESBYTERY
CHILD/YOUTH MEDICAL INFORMATION FORM

Medical/Emergency Information

Participant's Physician: _____ Physician's Phone: _____

Health Insurance Company: _____ Phone: _____

Address: _____

Health Policy/Group No: _____ ID No: _____

Please attach a copy of the health insurance card.

Does your child have any type of medical, physical, or mental condition that the leaders should be aware of to provide adequate care? If so, please explain:

Condition: _____

Medication: _____

Allergies: _____

Parent/Guardian Emergency Contact Information:

Name: _____ #: _____

Name: _____ #: _____

Alternate Emergency Contact Person in the event that the parents listed above can not be reached:

Name: _____ #: _____

Relationship to Child: _____

ATTACHMENT 4. (p. 1 of 2)
CHARLESTON ATLANTIC PRESBYTERY
PARENT/GUARDIAN OF A CHILD/YOUTH CONSENT AND HOLD
HARMLESS FORM.

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS

I, _____(printed name of parent/guardian) being the parent or legal guardian of _____ (printed name of minor, the "Participant") have been informed of the above activity sponsored by Charleston Atlantic Presbytery and hereby give my consent for my minor child to participate in this activity.

RELEASE AND WAIVER. I understand that the activity may involve participation in physical activity, sports and/or vehicular transportation, and that the possibility of harm does exist.

I, personally, and on behalf of the Participant, further agree and do hereby release and forever discharge and hold harmless Charleston Atlantic Presbytery, its officers, directors, employees, volunteer staff, agents and its affiliated churches and organizations (collectively "Charleston Atlantic Presbytery") from any and all liability, claims and demands of whatever kind or nature, either in law or in equity, which may arise or may hereafter arise from Participant's participation in the activity.

I, understand and agree that this Release discharges Charleston Atlantic Presbytery from any liability or claim that I or Participant may have against Charleston Atlantic Presbytery with respect to bodily injury, personal injury, illness, death, or property damage that may result from the Participant's participation in the activity with Charleston Atlantic Presbytery, whether caused by the negligence of Charleston Atlantic Presbytery, or its officers, directors, employees, volunteer staff, agents or its affiliated churches or organizations or otherwise.

MEDICAL TREATMENT. I do consent to any x-ray, anesthetic, medical, surgical, or dental diagnosis or treatment that may be deemed necessary for my minor child. Further, I understand that all reasonable efforts will be made to contact me prior to treatment. In the event I cannot be reached in an emergency, I give permission to the adult advisor to make the decisions necessary for treatment. Should there be no adult advisor available, I give permission to the attending physician to treat my minor child as she deems medically necessary. I further understand that the doctors, dentists, and other providers attending to my child will take all reasonable safety precautions during their care.

ATTACHMENT 4 (p. 2 of 2)
CHARLESTON ATLANTIC PRESBYTERY
PARENT/GUARDIAN OF A CHILD/YOUTH CONSENT AND HOLD
HARMLESS FORM. PARTICIPANT'S COVENANT

Further, as a parent or legal guardian, I am responsible for the health care expenses incurred on behalf of my minor child and agree that my insurance plan is the primary plan to pay for the dental, medical, or hospital care or treatment that is given to my child. Any policy of Charleston Atlantic Presbytery will be used as the secondary coverage, if available, and that such coverage may not be available nor is it relied upon.

PHOTOGRAPHIC/VIDEO IMAGE RELEASE. I give my permission for images of my child captured through video, photo and digital camera, to be used solely for the purposes of Charleston Atlantic Presbytery publications and website.

Signature Parent/Guardian: _____ Date: _____

ATTACHMENT 5 (P. 1 OF 2)
CHARLESTON ATLANTIC PRESBYTERY
CHILD/YOUTH INCIDENT/ACCIDENT/INJURY FORM

Date/Time: _____

Name of Preparer (printed): _____

Is this an: ___ALLEGATION ___INJURY ___ACCIDENT

OTHER (specify): _____

Name(s) of child(ren)/youth: _____

How was the accident/incident brought to your attention? _____

Adults witnessing or present during accident/incident? _____

Person reporting the accident/incident: _____

Date, time, and location of accident/incident/injury _____

Description of the accident/incident as reported or witnessed: _____

ATTACHMENT 5 (P. 2 OF 2)
CHARLESTON ATLANTIC PRESBYTERY
CHILD/YOUTH INCIDENT/ACCIDENT/INJURY FORM

Did anyone else witness the event? If so, list names: _____

Were there visible injuries? If yes, please list: _____

Who treated the injuries? _____

Were parents/guardian notified? _____ List date/time: _____

Was the Safe Child Response Team notified? _____. Date/Time: _____

Was the Stated Clerk of Charleston Atlantic Presbytery notified? ____ Date/Time: _____

Is this an accident/incident requiring mandatory reporting to authorities? _____

Were any authorities notified? ____ Who? _____ When? _____

What other aspects or details do you need to include? _____

Signature: _____ Position: _____

ATTACHMENT 6 (P.1 OF 1)
CHARLESTON ATANTIC PRESBYTERY
CHILD AND YOUTH ACCIDENT/INCIDENT WITNESS REPORT

Date/Time: _____

Name of Witness (printed): _____

Was this an: _____ALLEGATION _____INJURY _____ACCIDENT

OTHER._(specify): _____

Name(s) of child(ren)/youth: _____

How was the accident/incident brought to your attention? _____

What you heard and witnessed is important. Please state, in your own words, what you saw and heard regarding the accident/incident. (Continue on back or separate sheet of paper if needed)

Are you aware of any others who may have been a witness or have information regarding this accident/incident? _____

If so, please list their names: _____

Signature: _____

Position held (if any): _____ Date: _____