

400 Leadership Participation
402 Protection Policy

402.1 Protection Policy

A. Purpose

1. Sunnyside Christian Reformed Church (SCRC) is committed to providing a safe, nurturing and secure environment in which adults and children may worship, grow and serve God.
2. SCRC has a spiritual, moral, and legal obligation to ensure that all reasonable steps have been taken to provide a safe, healthy environment for children, youth, vulnerable adults and the volunteers and employees who participate in SCRC programs.
3. In accordance with this purpose, SCRC Council adopted the following Protection Policy, including Awareness, Prevention, and Response Policies and Procedures ("Policy"). This Policy demonstrates that we will not tolerate any acts of harm to our children, or other vulnerable persons in our care.
4. Policy and Procedures must be in place to qualify for legal liability insurance.
5. This Policy applies to all volunteers and employees at SCRC.
6. This Policy shall apply to all church-sponsored activities and programs.
7. We do this with the encouragement of Classis Columbia and the Synod of the Christian Reformed Church in North America, which in 2002 adopted a zero-tolerance policy with regard to abuse issues and challenged each church to adopt its own policy regarding the protection of children.
8. The SCRC will maintain a Safe Church Committee to provide leadership regarding this policy and implementation of this policy.

B. Definitions

1. **Child/children:** Washington State Law (RCW 26.44.00) defines child or children as any person under the age of eighteen years.
2. **Child Abuse or Neglect** (as defined by Washington State Law): RCW 26.44.00 defines Abuse or Neglect as: "Abuse or neglect" means sexual abuse, sexual exploitation, or injury of a child by any person under circumstances which cause harm to the child's health, welfare, or safety, excluding conduct permitted under RCW 9A.16.100; or the negligent treatment or maltreatment of a child by a person responsible for or providing care to the child. An abused child is a child who has been subjected to child abuse or neglect as defined in this section.
3. The following Definitions are taken from Safe Church Guidelines, approved by Synod in 2010.
 - a. **Misconduct:** Many legal definitions exist for child abuse, sexual abuse, rape, exploitation, physical abuse, etc. Ecclesiastical procedures cannot measure a person's guilt by a legal standard; only civil authorities are entitled to hold a person accountable for violation of a civil or criminal code. For that reason, an ecclesiastical procedure cannot judge a person to be guilty as defined by law. An ecclesiastical procedure can, however, judge someone to be guilty of ungodly conduct, misuse of power, misuse of spiritual authority, sexually inappropriate behavior, and neglect and abuse of office. These are behaviors that violate the trust and well-being of individuals and the community of believers, and they taint the office held by the offender.
 - b. **Physical misconduct includes:** threatened harm or non-accidental injury inflicted on a minor or legally protected adult; or offensive or harmful contact to an adult Physical misconduct is sometimes a single event, but more often a chronic pattern of interacting with a minor or an adult.
 - c. **Sexual misconduct includes:** exploiting or grooming (preparing) a minor or an adult, regardless of consent or circumstances, for the purpose of sexual touch, sexual activity, or emotional intimacy with the result of either sexual gratification or power and control over the minor or adult; unwelcome touch, sexual activity, or emotional intimacy between co-workers, co-volunteers; or

sexual touch, sexual activity, or emotional intimacy between a supervisor and a subordinate who serve together in a church program or church ministry.

C. General Protection Policy

1. Any person in a leadership role, including employees, should be a professing member of SCRC for at least **six months** before assuming a leadership role. Any exceptions to this rule must be approved by Administrative Council.
2. Any person in a volunteer position, outside of leadership, should be a professing member of SCRC, or have attended Sunday morning worship services for at least 6 months.
3. Any person outside of SCRC who wishes to volunteer in ministries with children and youth must complete the following items:
 - a. Complete Background check as described in Part D. Screening Policy and Procedure.
 - b. Provide a reference from the Pastor of the church they attend which addresses: regular attendance at church (6 month minimum), statements addressing faith in Jesus Christ as personal Savior, and their assessment of person's abilities and character regarding working with youth and children. This must be submitted to SCRC pastor (and Safe Church Committee) prior to volunteering.
4. **"Two non-related Adult Rule" and/or "open door policy" and windows in all classrooms.**
 - a. Activities involving children should have both a leader and an assistant present.
 - b. If 2 non related adults are not present, the door should remain open.
 - c. In the case of Sunday School, GEMS, and Cadets, a monitor will be assigned who is circulating periodically from room to room for surveillance, and to assist the teachers, as needed.
5. **Insurance availability.** Requires there be policy and procedure for (a) screening; (b) reporting; and (c) responding.
6. The Protection Policy and Guidelines for each ministry will be given to the ministry lead. These will address the procedures to be followed in that particular ministry as it relates to the Protection Policy.

D. Screening Policy and Procedure

1. Each staff member (employee) and adult volunteer, 18 years and older, who works with children or vulnerable adults will complete a consent authorization for a background check. The purpose of the background check is to help ensure that those who are responsible for teaching and leading children, youth under 18 years of age, and vulnerable adults do not have a previous history or abuse.
 - a. The information collected is protected by a Secure Certificate Authority, which supports up to a TLS1.2 256-bit encryption process. This process can be verified using your browser's security certificate information page. All information provided on this form is secure. (Secure provider)
 - b. The electronic form is available on the Safe Church section of the church website www.suncrc.org
 - c. At a minimum the following information is required: Legal name and other aliases current and previous addresses, social security number, date of birth, ethnicity, gender, phone number, email address, and driver's license number.
2. It is the responsibility of the administrative coordinator to complete background checks, and communicate this information with ministry leaders. It is the responsibility of the ministry leader to inform the administrative coordinator of current volunteers. Ministry leaders will be notified when volunteers do not complete background checks.
3. Background checks will be repeated annually.
4. All information received will be confidential; background check information will be available only to the Administrative Pastor, the Senior Pastor, and to those who are directly responsible for making the selection of the volunteer or employee.

5. Any employee or volunteer with a previous history of sexual misconduct or physical assault, or misdemeanor or felony conviction of child abuse, or pleading no contest to any misdemeanor or felony charge will not be allowed to serve in any positions working with children, youth, or other vulnerable populations.

E. Reporting Policy and Procedure

1. Washington State Law requires that certain persons (this includes any practitioner, professional school personnel, registered or licensed nurse, social worker, psychologist, pharmacist, or employee of the Department of Social and Health Services) working with children are mandated to report any abuse or suspicions of abuse (RCW 26.44.030) to the proper law enforcement agency or to the Department of Social and Health Services. The report shall be made at the first opportunity, but no longer than 48 hours after there is reasonable cause to believe that the child or vulnerable adult has suffered abuse or neglect.
 - a. Church staff, volunteers, and Pastors are not specifically mentioned, but case studies have included them.
2. Any staff or volunteer who witnesses any abuse or neglect, or suspects that abuse or neglect is occurring, must report it to Child Protective Services, and law enforcement as necessary. This also applies when a child discloses abuse or neglect to the adult staff member or volunteer.
 - a. The Safe Church Committee must be notified as soon as possible. The Safe Church Committee will assist the staff member or volunteer with the reporting process.
3. It is not appropriate for any ministry leader or volunteer to confront or go to the person involved in the case of suspected or observed child abuse or neglect, due to the potential for harm, and confidentiality breach.
4. See Appendix A for reporting phone numbers.
5. See Appendix C for Abuse Warning signs: what to look for when abuse is occurring.

F. Responding to Allegations and Suspected Abuse Policy and Procedure

1. **All Allegations:** Employees and volunteers are required to report any allegations of misconduct or any suspected abuse to the Safe Church Committee chairman, Pastors, or to the ministry leader (who will report the allegation to the Safe Church Committee chairman and/or Pastors) Individuals should report to the Safe Church Committee chairman or Administrative Council President if the Pastors are involved in the allegation. It is not the responsibility of the reporting person to substantiate the alleged misconduct or suspected abuse, but only to report the suspected abuse or incident.
2. When an allegation is made, the Reporting/Tracking Document must be completed to document the incident. The form is available on the church website at www.suncrc.org will be kept confidential.
3. Response to any allegation of misconduct must be done in compliance with the Protection Policy. Confidentiality will surround the process.
4. The Classical Abuse Response Team may be contacted to help a church through the situation.
5. The Pastors and Administrative Council are kept informed throughout the process, unless they are involved in the allegation.
6. Administrative Council may decide to remove the accused from their position until the investigation has been completed.
7. If the allegations are not substantiated, every effort will be made to restore the accused.
8. If the allegations are proven true, the person is removed from their position.
 - a. The Safe Church Committee may recommend appropriate disciplinary measures to the Administrative Council who will then proceed in keeping with Church Order.
9. There is a contractual obligation to our insurance company to report any situation that may bring liability against our policy. This must be done within 24-48 hours from the initial report of possible

abuse or neglect.

- G. Criminal Proceedings:** If criminal proceedings are involved, the Safe Church Committee shall promptly revisit the matter at the conclusion of the criminal proceedings and take other action as the circumstances dictate.
- H. Compassionate Response for those Involved:** The Safe Church Committee, in communication with Administrative Council will appoint a wise, experienced Liaison(s) to minister with compassion to all the individuals and families involved. Expectations are for regular contact (at least monthly) until all investigations, criminal proceedings have been completed. Communication and Support should continue after completion of proceedings for a period of time to be determined with the persons involved. This should be done in consultation with legal counsel.

I. General Guidelines

1. All adult volunteers must complete the background screening before serving.
2. All volunteers and employees working with children and youth under the age of 18, or vulnerable populations, will review the policy and guidelines annually.
3. Gentleness, respect, and understanding must be used in all interactions with children and youth. Discipline will be carried out through instruction, training, and correction. Physical punishment will not be used. See Appendix B for Discipline Guidelines.
4. While appropriate display of affection is often part of conveying support and encouragement, such displays can be misinterpreted. Therefore displays of affection should be limited to such actions as a brief shoulder to shoulder hug (avoid full body to body contact), an arm around the shoulders, an open-hand pat on the back, a handclasp or handshake, or a light touch to the forearm. Children, youth, vulnerable adults, employees and volunteers have the right to refuse such a display of affection. This will be respected at all times. Backrubs and kisses are inappropriate.
5. Physical contact with children should be age and developmentally appropriate. Lap-sitting is only appropriate with children 5 years and younger. Encourage older children to sit next to you.
6. Consideration should be given to developmental age, cultural differences, family backgrounds, individual personalities and special needs.
7. Door windows are not to be covered for any reason.
8. When working with a child one-on-one, be especially cognizant of all the above guidelines, and the room door should be left open.
9. If you observe a ministry leader, volunteer, or employee not following the Protection Policy, utilize Matthew 18 principal first. Notify the Safe Church Committee for support as needed. Due to the potential for harm, anyone consistently not following the Protection policy must be disclosed to the Safe Church Committee. Example: Observing a volunteer transporting a child/youth home from a meeting, seated in the front seat. Giving a backrub to a child or youth at a meeting or event.

- J. General Transportation Policy-** This policy applies to adults, while serving in ministry to children and youth under the age of 18, and vulnerable populations, who may transport non-related persons in the course of SCRC sponsored programs.
1. Adult volunteers must have a valid driver's license and proof of insurance before transporting youth.
 2. Drivers and passengers must abide by Washington State requirements for number in car, seatbelt use, and air-bag safety.
 3. Adult volunteers who transport non-related youth to church-sponsored programs must follow at least two of the following procedures:
 - a. Two adults are present and seated in the front of the vehicle when transporting youth.
 - b. At least two youth are present in the vehicle
 - c. Youth are always seated in the back seat of the vehicle.
 - d. One adult is driving and at least two youth are present.

4. Drivers log-in each pick-up and drop-off and logs are turned into program leader.
5. Do not transport one non-related youth in the front seat of your vehicle unless you have written permission from a parent/guardian.
6. Adults or minors who transport family members are not subject to this policy.
7. These transportation guidelines do not extend to parents or guardians who request or give permission for a minor with a valid driver's license to transport non-related youth.
6. A **Single Event Permission** form is available on the church website at www.suncrc.org when transporting children and youth to SCRC sponsored activities.

K. Guidelines for Nursery Volunteers (in addition to the General Guidelines)

1. Volunteers
 - a. At least annually, the committee assesses the volunteer list.
 - b. New volunteer assignments are communicated to the church office in order to incorporate the volunteers into the published schedule and the automated reminder system.
2. Handbook
 - a. Review annually.
 - b. Distribute to the volunteers.
3. These guidelines apply to all SCRC activities which provide a nursery as part of their program.

Nursery Handbook for Volunteers

1. All volunteers will need to submit a background check. <http://www.suncrc.org>
2. Please be mindful of the Sunday you have been scheduled. IF you are unable to make your commitment, please use the substitute list that has been provided or make arrangements to switch days with another approved volunteer. The Facebook page can assist you in making these arrangements.
3. Arrive as close as possible to 10:15 am to assist families in checking in their children.
4. One volunteer will greet families at the counter and remind them to sign/check in and to please leave a contact number.
5. One volunteer will welcome the children into the nursery.
6. Adults must be in charge of the nursery, and be monitoring children at all times.
7. Nursery volunteers must not all be from the same family at any one time.
8. Nursery volunteers must not take a child from the nursery to another part of the church except to the restroom.
 - a. A volunteer taking a toddler aged child to the restroom will leave the stall door open assisting the child.
 - b. Should an accident occur (non-diapered child) please contact the parent to change the child.
 - c. Check the parent notes for diaper changing preferences (i.e., would the parent prefer to be contacted to change their child's diaper?).
 - d. Two volunteers need to be present when changing a diaper.
 - e. Children under 1 years old should not be allowed to play outside. Please keep them playing in the nursery area.
 - f. Children over 1 years old need to be properly dressed for all weather types to play outside (i.e., If a child does not have a coat during nice winter days, please keep them inside).
 - g. Once service dismisses please DO NOT release children to anyone other than their parent (i.e., Do not release children to older siblings unless they have the claim ticket).
 - h. Please have older children (i.e., school aged) wait outside the nursery until the babies are gone so that we can prevent unnecessary injuries to our babies.
 - i. Pick up the toys and return them to the shelves.
 - j. Two volunteers will remain in the nursery until all children have been dismissed.
 - k. Please make sure that both exterior doors are in the locked position before leaving for the day.

L. Guidelines for Pre-School and Kindergarten Church School, Children in Worship, Children’s Church, and Little Lambs (in addition to the General Guidelines)

1. Volunteer Policy
 - a. One adult will be in each classroom at all times.
 - b. Whenever possible, two teachers will be in each classroom; or 1 adult teacher and 1 assistant.
 - c. The teacher and youth volunteer(s) must not all be from the same family at any one time.
2. Arrival and Dismissal Policy
 - a. A teacher will be in the classroom 15 minutes beforehand, and prepared for the children’s arrival.
 - b. In the case of children’s church, a teacher will meet the children in the back of church when they are dismissed from the worship service and will take them to the classroom.
 - c. Parents will pick up children from Children in Worship.
3. Restroom Assistance Policy
 - a. Children of this age should be able to go to the restroom without assistance, but if help is required, the following should be observed:
 - i. An adult should provide the assistance necessary.
 - ii. The stall door should remain open when the adult is present.
 - b. If possible, an adult should escort a group of children to the restroom. If just one child needs to use the restroom, an adult should both escort the child and screen the restroom to make sure that everything is in order. The adult should then escort the child back to the classroom.
4. From General Guidelines: While appropriate display of affection is often part of conveying support and encouragement, such displays can be misinterpreted. Therefore displays of affection should be limited to such actions as a brief shoulder to shoulder hug (avoid full body to body contact), an arm around the shoulders, an open-hand pat on the back, a handclasp or handshake, or a light touch to the forearm. Children, youth, vulnerable adults, employees and volunteers have the right to refuse such a display of affection. This will be respected at all times. Backrubs and kisses are inappropriate.
5. Physical contact with children should be age and developmentally appropriate. Lap-sitting is only appropriate with children 5 years and younger. Encourage older children to sit next to you.

M. Guidelines for Grade One through Grade Six Church School, GEMS, Cadets, and Vacation Bible School (in addition to the General Guidelines)

1. Volunteer Policy
 - a. At least one adult will be with the children at all times.
 - b. Two adults will be in the class when the number of children is greater than 12. If it is not possible to have two adults in the class, there will be a “floating” teacher that circulates to all rooms to check on the class to see if any needs arise.
 - c. Adult volunteers will arrive at least 15 minutes prior to starting time.
2. Arrival and Dismissal Policy
 - a. Children may not arrive earlier than ten minutes before starting time.
 - b. Children will not be dismissed earlier than the stated time.
 - c. Parents must come into church to pick up children (not wait in the parking lot).
 - d. At least two adults will remain after the meeting until all the children have been picked up. Written permission from the parent/guardian is necessary for an adult to take a child home. Otherwise children must go home with their parent/guardian.
3. From General Guidelines: While appropriate display of affection is often part of conveying support and encouragement, such displays can be misinterpreted. Therefore displays of affection should be limited to such actions as a brief shoulder to shoulder hug (avoid full body to body contact), an arm around the shoulders, an open-hand pat on the back, a handclasp or handshake, or a light touch to the forearm. Children, youth, vulnerable adults, employees and volunteers have the right

to refuse such a display of affection. This will be respected at all times. Backrubs and kisses are inappropriate.

4. Physical contact with children should be age and developmentally appropriate. Lap-sitting is only appropriate with children 5 years and younger. Encourage older children to sit next to you.
5. Registration Policy
 - a. In the case of Gems and Cadets, parents/guardians must fill out an **Annual Permission Form** available on the church website at www.suncrc.org
6. Off-Site Events and Mission/Work Projects Policy
 - a. **Single Event Permission Form** must be completed for all SCRC sponsored activities. It is available on the church website at www.suncrc.org
 - b. **A separate form** must be completed for off-site overnight outings, or mission/work projects. It is available on the church website at www.suncrc.org
 - c. The parent permission forms listed must be submitted online or given to the chaperones before the event begins.
 - d. A minimum of two adult chaperones are required for an overnight event. If the event is co-ed, then there must be one chaperone of each gender.
 - e. Sleeping areas will be off-limits to members of the opposite gender.
 - f. Each activity whether at church or away from church will be conducted in accordance with church policy and the aforementioned general guidelines.
 - g. General Transportation Guidelines must be followed. See section J. above.
 - h. Children/youth who do not belong to the group cannot attend overnight outings unless specifically invited by a group leader.

N. Guidelines for Grade 7 through Grade 12 Church School, Catechism, GEMS, Cadets, Salt-teens, Lighthouse (in addition to the General Guidelines)

1. Volunteer Policy
 - a. All adult volunteers must arrive fifteen minutes prior to the starting time. At least one adult must remain with the youth at all times.
 - b. Specific permission from a parent/guardian is necessary for an adult volunteer to take a youth home. If the parent does not pick up their youth or cannot be contacted, after a reasonable attempt to do so is made, an adult volunteer will take the youth home.
2. One-on-One Relationships Policy
 - a. When a youth group participant initiates a meeting with a youth leader, this meeting must occur in a public place. At no time shall anyone working with a youth have a one-on-one meeting behind closed doors (unless the door has a window). The door must be kept partially open.
 - b. At no time shall anyone working with youth pursue a dating relationship with a student. Leaders should always be sensitive to students with "crushes."
 - c. While the appropriate display of affection is often part of conveying support and encouragement, such displays may be misinterpreted. Therefore a brief hug, an arm around the shoulder, a pat on the back, or a handshake should be the extent of physical contact. Show these signs of encouragement in front of others, never when alone with a student. Backrubs and kisses are inappropriate.
 - d. Children, youth, vulnerable adults, employees and volunteers have the right to refuse such a display of affection. This will be respected at all times.
 - e. A youth group leader must not give gifts or use communications of an intimate nature to a youth participant.
3. Registration Policy: Parents/guardians must fill out an **Annual Permission Form** available on the church website at www.suncrc.org
4. Off-site Events and Mission/Work Projects Policy
 - a. A minimum of two adult chaperones are required for an overnight event. If the event is co-ed,

- then there must be one chaperone of each gender.
- b. Sleeping areas will be off-limits to members of the opposite gender.
 - c. **Single Event Permission Form** must be completed for all SCRC sponsored activities. It is available on the church website at www.suncrc.org
 - d. **A separate form** must be completed for off-site overnight outings, or mission/work projects. It is available on the church website at www.suncrc.org
 - e. Parent permission forms must be submitted online or given to the chaperones before the event begins.
 - f. General Transportation Guidelines must be followed. See section J. above.
 - g. Children/youth who do not belong to the group cannot attend overnight outings unless specifically invited by a group leader.

Appendix A:

Useful Phone Numbers for Reporting Abuse or Neglect

- Child Abuse/Neglect Reporting 1-855-420-5888
- Adult Protective Services 800-459-0421: living at home or somewhere other than a residential care facility.
- Complaint Resolution Unit 800-562-6078: living in a nursing home, adult family home or boarding home.
- Law enforcement agency – dial 911

Yakima County Police Department Contacts		
City	Address	Non-Emergencies
Grandview	207 W 2nd Street, Grandview, WA 98930	(509) 882-2000
Granger	102 Main Street, Granger, WA 98932	(509) 854-2656
Mabton	305 South Main Street, Mabton, WA 98932	(509) 894-4096
Moxee	7525 Postma Rd, Moxee, WA 98936	(509) 575-8850
Selah	617 S 1st Street, Selah, WA 98942	(509) 698-7347
Sunnyside	401 Homer Street, Sunnyside, WA 98944	(509) 836-6200
Tieton	402 Naches Ave, Tieton, WA 98947	(509) 673-0200
Toppenish	1 W 1st Ave, Toppenish, WA 98948	(509) 865-4355
Union Gap	1800 Rainier Place, Union Gao, WA 98903	(509) 248-0430
Wapato	205 S Simcoe Ave, Wapato, WA 98951	(509) 877-3161
Yakima	200 South Third Street, Yakima, WA 98901	(509) 575-6200
Zillah	111 7th Street, Zillah, WA 98953	(509) 829-6199
Sheriff's Office	1822 S 1st St, Yakima, WA 98903	(509) 574-2500
EMERGENCIES PLEASE CALL 9-1-1		

Effective Date:

5/31/17

Submitted by:

MV

Appendix B: Discipline Guidelines

1. Gentleness, respect, and understanding must be used in all interactions with children and youth. Discipline will be carried out through instruction, training, and correction. Physical punishment will not be used.
2. Corporal punishment (slapping, hitting, and pushing) is not permitted.
3. Abusive verbal discipline (yelling, hurling insults, threatening) is not permitted.
4. Parent(s) or legal guardians of a child/youth are to be informed and involved whenever a child/youth misbehaves beyond minor correction, or if a pattern of misbehavior increases.
5. Concerns about a child's continued misbehavior shall be discussed with the program or ministry leadership.
6. An assistant, parent or legal guardian should assist the leader in classrooms or programs where misbehavior is an ongoing problem.
7. Expectations of children's/youth's behavior must reflect their age and level of comprehension. Similarly, discipline must reflect their age and level of comprehension.
For young children, time-outs should not last longer than 1 minute per the age of the child. For example, a three-year-old should not have to sit for a time-out any longer than three minutes.
8. Children are to be reminded of the kind of behavior that is appropriate for the setting. Older children and youth may benefit from having these expectations in written form.
9. Appropriate techniques of behavior management are to be reviewed with volunteers and employees before church-sponsored programs begin a new season. Then periodic reminders are to be given as needed.
10. Whenever possible, leaders should try to avoid having to discipline a child/youth by choosing one or more of the following options:
 - distract the child/youth with another activity
 - help the child/youth focus on other more appropriate behavior
 - isolate the child/youth from others if another volunteer/staff is available to assist
11. When nothing seems to be working, volunteers, employees and leaders should get help before "losing their cool".

Appendix C: Abuse Warning Signs: what to look for when abuse is occurring

A. Physical Abuse

Physical Indicators:

1. Unexplained bruises and welts are the most frequent evidence found:
 - often of the face, torso, buttocks, back, or thighs;
 - can reflect shape of object used (electric cord, belt buckle, etc.)
2. may be in various stages of healing Unexplained burns:
 - often on palms soles, buttocks, and back
3. can reflect pattern indicative of cigarette, cigar, electrical appliance, immersion or rope burn Other unexplained injuries:
 - lacerations, abrasions, human bite marks or pinch marks
 - loss of hair/bald patches
 - retinal hemorrhage
 - abdominal injuries

Behavioral Indicators:

- requests or feels deserving of physical punishment
- afraid to go home and/or requests to stay in school, day care, etc.
- overly shy, tends to avoid physical contact with adults, especially parents
- displays behavioral extremes (withdrawal or aggression)
- suggests that other children be punished in a harsh manner
- cries excessively and/or sits and stares
- reports injury by parent
- gives unbelievable explanations for injuries

B. Sexual Abuse:

Unfortunately, many children do not report this form of abuse. They rely on adults to be aware of specific physical and behavioral indicators. A child who persistently shows several of the following characteristics may be experiencing sexual abuse. Remember, the most reliable indicator of child abuse is the child's verbal disclosure.

Physical Indicators:

- somatic complaints, including pain and irritation of the genitals
- sexually transmitted disease
- pregnancy in young adolescents
- frequent unexplained sore throats, yeast infections, or urinary infections.

Behavioral Indicators:

- sexual knowledge of behavior beyond that expected for the child's age
- depression, suicidal gesture
- chronic runaway
- frequent psychosomatic complaints, such as headaches and stomach aches
- excessive masturbation in young children
- drug or alcohol abuse
- avoidance of undressing or wearing excessive layers of clothing
- sudden avoidance of certain familiar adults or places
- marked decline in school performance

C. Emotional Abuse:

The signs of emotional abuse may be less obvious than other forms of maltreatment. Emotional abuse is suspected when a child exhibits impaired development, destructive behavior, or chronic somatic complaints that cannot be explained medically or circumstantially. A child who persistently shows several of the following characteristics may be experiencing emotional abuse.

Physical Indicators:

- eating disorders
- sleep disturbances, nightmares
- wetting or soiling by school-age children
- speech disorder, stuttering
- failure to thrive
- development lags
- asthma, severe allergies, or ulcers

Behavioral Indicators:

- habit disorders, such as biting, rocking head banging, thumb sucking in an older child
- poor peer relationships
- behavioral extremes (overly compliant or demanding, withdrawn or aggressive)
- self-destructive behavior, oblivious to hazards and risks
- irrational and persistent fears, dreads or hatreds

D. Signs of Neglect:

A child who persistently shows several of the following characteristics may be experiencing neglect. Keep in mind, however, that cultural standards which differ from those prevailing in a community are not necessarily neglect.

Physical Indicators:

- height and weight significantly below age level with no plausible explanation
- inappropriate clothing for weather
- poor hygiene, including lice, body odor, scaly skin
- child abandoned or left with inadequate supervision
- untreated illness or injury
- lack of safe, warm, sanitary shelter
- lack of necessary medical and dental care

Behavioral Indicators:

- begging or stealing food
- assumes adult responsibility
- falling asleep in school, lethargic
- repeated acts of vandalism
- poor school attendance, frequent tardiness
- chronic hunger
- dull, apathetic appearance
- running away from home
- reports no caretaker in the home

Appendix D: Forms

All forms listed below are available on the church website at www.suncrc.org

Reporting and Tracking Form (included)

Health Information and Emergency Contact Form (included)

Annual Permission, Authorization and Release Form available on the church website at www.suncrc.org

Single Event Permission Form available on the church website at www.suncrc.org