



## **WINTERVILLE FIRST BAPTIST CHURCH CHILD PROTECTION POLICY**

### **PURPOSE:**

Winterville First Baptist Church seeks to provide a safe and secure environment for the children and students who participate in our ministries. By implementing the below practices, our goal is to protect the children and students of WFBC from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers from false accusations.

### **Definitions:**

- \* The terms “child” or “children” include all persons under the age of 18
- \* Youth is someone who is in the grades 6th-12th

### **Process (all are required):**

- 1) Background Check
- 2) Policy receipt signed and on file

### **Grounds for Disqualification:**

- 1) By not following the church child protection policy, the staff of the church retains the right to ask you to step down from serving in any area of children or student ministry.



### **1) 2 Person Rule**

We will strive to have a minimum of at least two unrelated (a married couple would be considered as “related”) adult volunteers in the classroom at all times.

\*There may be situations where a class may have only one teacher in the room, at these times the door should always remain open and there should be no less than three children with the teacher.

If the two adults are related a third approved volunteer must be present. One adult should **never** be left alone with a child in a classroom, and volunteers should be in sight of each other at all times.

\* Youth are allowed to volunteer in various children ministries

\*Must be at least 16 years old

\*Youth are not to be counted as one of the two volunteers.

\*Youth volunteers must follow the instructions of the adult volunteer at all times

\*Youth are not allowed to bring an unapproved volunteer with them

No youth should ever be left unattended with a child(ren). Nor should a child be left in a classroom or anywhere on campus unattended.

\*\*In the case where there may need to be a one on one conversation or mentoring consultation between an adult and a child it needs to be done in a room or area that is in plain view of others.\*\*

### **2) Physical Contact**

Part of ministering to others is by loving them and showing affection. There are many ways that we can demonstrate this love while keeping safe boundaries with children and youth.

#### Appropriate Ways Of Showing Affection:

\*Side hug (preferred) or brief hug (A-framed preferred)

\*Patting on the shoulder or the back

\*Handshakes, high-fives, hand slapping, and fist bump

\*Verbal praise

\*Carrying small children (nursery to pre-k) but no piggy back rides, kids on shoulders, or carrying elementary kids

\*Holding the hands of small children (preschool age and under) while walking

\*Sitting beside them

\*Kneeling or bending down to hug a small child

\*Holding hands during a group prayer time



Inappropriate Ways Of Showing Affection:

- \*Never touch a child in anger or disgust
- \*Lengthy embraces
- \*Kissing or coercion a child to kiss you
- \*A child (K and up) sitting in your lap
- \*Touching any area of a child that would be covered by a bathing suit (other than a baby when changing a diaper)
- \*Any form of unwanted affection
- \*Giving gifts or money to an individual child or youth

**3) Bathroom**

Nursery and preschool classes should use the restrooms that are located in the classroom. Volunteers (female volunteer) should help a young child use the restroom only if the child is being potty trained.

If a child is in grades K-6 they must be escorted to the restroom (a youth can escort them). The escort must take at least 2 children of the same gender. If the restroom is empty the volunteer must stay outside the restroom. If the restroom is not empty, the volunteer should stand at the door with the door open. If the child needs any type of assistance, the bathroom door and stall door must remain open.

*For the protection of everyone, volunteers should never be alone with a child in a bathroom with the door closed and never be in a closed bathroom stall with a child. We will encourage parents to visit the bathroom with their child prior to class.*

**5) Communication**

Leaders of children(K-5th) should not contact any child through any kind of social media, text message, any form electronic communication, or mail. Any communication to any child in grades 1st-5th should go through the parents. Any notes or mail being sent to children in grades K -5th should come through the church office.

For students grade 6th-12th grade, permission must be received from parents to contact students personally outside of mass contacting service.

**6) Photography**

Volunteers are NOT to post pictures of children from any area of ministry on the internet or social media. With parental consent, designated volunteers and staff members of Winterville First Baptist Church are allowed to take photos in classrooms and during an event or activity and post on the church website or church related social media.



## **7) Discipline**

It is the policy of Winterville First Baptist Church NOT to administer corporal punishment, even if the parents have suggested or given permission for it.

Physical punishment is prohibited for discipline of children.

- \* Physical force may only be used to stop a behavior that may cause immediate danger or harm to themselves, another child, youth, or others.

- \* If assistance is needed with disciplinary issues, workers should consult a church staff member.

There will be times where a child may have trouble following the rules or they may display a disruptive behavior. In these cases, the following steps will be taken.

- \* The teacher or leader will address the child and state clearly what the problem behavior is and what the child needs to do instead.

- \* If the child continues to exhibit the problematic behavior, the teacher or leader will move the child to another table or area. They will also give the child a warning that if they continue their parents/guardians will be notified.

- \* When deemed appropriate the behavior may be discussed with the child's parent(s) or guardian following the session. Consult with Children and Student Pastor when needed.