



Diocese of Western Anglicans HIGHLIGHTS OF CHANGES TO THE SAFE MINISTRY PROGRAM CHILDREN AND FAMILY MANUAL

- Added reminder that Clergy, Wardens, Vestry Members, and Child and Youth Ministry Leaders are expected to regularly review the Diocese's Safe Ministry Program Implementation Manual (and that Rectors and Wardens are additionally expected to regularly review the Diocese's Rectors and Wardens Manual). (Page 5)
- Updated name of the Diocese's Safe Ministry Advocate (currently, Lauren Davenport). (Page 2)
- Clarified that serving children and youth is a sacred privilege (not a right) so the Diocese reserves the right to bar from service anyone who may pose a threat to children or youth. (Page 7)
- Clarified (new text in **bold**) that the screening procedures apply to Interns, Clergy, Paid Staff and Unpaid Member Ministers **Providing Child Care and/or Working in Youth and Children's Ministry** at Congregation/Church Plant/Emergent Work **Services, Events, Home Groups, and Day Camps**. (Page 9)
- Clarified that the screening process must be followed **prior** to allowing any adult to provide childcare or work/volunteer in youth and children's ministries. (Page 9)
- Created a new acronym for the purpose of this manual: "CPSUMM," which stands for "clergy, paid staff, and unpaid member ministers." (Throughout Manual)
- Expanded list of what CPSUMMs and participants in youth and children's ministries are prohibited from using, possessing, or being under the influence of while in church facilities, while traveling with or in the presence of children or their parents, during church-sponsored activities, or while working with or supervising children to include electronic cigarettes, marijuana, or any non-prescribed drugs (Page 11)
- Added policy re: texts/phone calls between children/youth and CPSUMMs that prohibits CPSUMMs from soliciting or encouraging private texts or calls from children/youth. (Page 11)
- Added policy re: social media. (Page 12)
- Added requirement to obtain (and file) written parental consent before posting/ distributing any photos of children/youth at church-related events. (Page 12)
- Expanded and clarified policy re: physical contact with children/youth being at the child's/youth's initiation. (Page 13)
- Added policy requiring parental notification if a child is injured. (Page 15)
- Added policy allowing Rectors to authorize youth to *assist* with children as long as they don't replace a screened adult. (Page 17)



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- In the “Responding to the Child Victim” section: (Page 19)
 - expanded policy to require us to ask the child if (s)he would like to have someone of his/her own choosing present during the interview
 - added note to not get overly-detailed information from the child because that’s the job of child abuse professionals who are trained in trauma-informed ways of interviewing children
 - added hint to use open-ended questions
 - added text about hold-harmless laws related to reporting child abuse/neglect
- Clarified policy re: children/youth in home groups. (Page 21)
- Added links to state-specific child-abuse laws to Appendices B through H. (Pages 23-34)
- Copied and pasted relevant state law into Utah’s Appendix G. (Pages 32-33)
- Deleted Washington State’s child abuse reporting information from the Appendix since DWA no longer includes any churches in Washington. (n/a)
- Added requirement for congregations, after appointing their Safe Ministry Coordinators, to notify the diocesan Safe Ministry Advocate (smadvocate@westernanglicans.org) of the Coordinator’s contact information. (Page 5)
- Updated background-check renewal timeframe from every 5 years to ever 3 years. (Page 6)
- Added note and rationale for clergy background checks being ordered and reviewed only by the Diocese. (Page 6)
- Added best-practice (not policy) note re: reviewing signed applications for unpaid member ministers annually. (Page 8)
- Added requirement for each congregation’s Safe Ministry Coordinator to track training renewal dates and to assign refresher training no later than 2 weeks before the deadline. (Page 9)
- Added policy prohibiting anyone from working with children/youth if their training has expired. (Page 9)
- Deleted outdated implementation information related to MinistrySafe. (page 10)
- In the Interacting and Monitoring section: Added strong encouragement for Rectors to develop local policies and procedures related to the activities specific to their congregations, with a link to Brotherhood Mutual’s *Child Protection in a Ministry Environment – Guidelines for Ministry Workers* (<https://www.brotherhoodmutual.com/resources/child-safety/>). (Page 12)
- Added policy that if the Rector is the subject of an abuse allegation, the Senior or Junior Warden will notify the Bishop. (Page 13)



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- Reorganized and simplified the safety factors section and clarified that the staff-child ratios are MAXIMUM ratios. (Page 11)
- In the Reporting section, added “Identify Any Others Who Might Need Support” to Step 8. (Page 15)