

**Basic Procedures for  
Safe Ministry with  
Children and Youth**



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**Basic Procedures for  
Safe Ministry with  
Children and Youth  
at  
Christ United Methodist Church**

**The “Two Adult Rule”**

Simply stated, the “Two Adult Rule” requires no fewer than two adults present at all times during any church-sponsored program, event, or ministry involving children. The nursery is always attended by at least two persons. A Sunday School class for children is always led by at least two persons. A Bible study group for youth is always taught by at least two persons. The youth fellowship group is always staffed with at least two adult counselors/leaders. Trained youth can serve as one of the two person team.

In our Sunday School program, adult “roamers” also reduce the chance of unsafe practices. There are adult “roamers” present each week.

**First Aid/CPR Training**

We will provide first aid and CPR training on an annual basis for all church workers with children and youth. Nursery workers will be required to attend.



## Annual Orientation for Workers

All workers with children and youth, whether the workers are paid, volunteer, part time, full time, clergy, or lay will be informed of all orientation materials which will include:

- church's policies for safe ministry with children and youth
- procedures to be used in all ministries with children and youth
- appropriate steps to report an incident of child abuse.

During this orientation, workers are given an opportunity to renew their covenant to abide by and cooperate with the church's policies and procedures. The church will have an updated record that it has informed all of its workers about its policies. Covenants will be signed or renewed on September 1 of each year.

### **Nursery: At Least One Staff Member Over the Age of Eighteen**

While in some situations they may provide excellent help, people under the age of eighteen should not be expected to have the maturity and judgment needed to be fully responsible for younger children. To that end, at least one member of each nursery staff team will be at least eighteen years of age.



## Windows in All Classroom Doors

Each room set aside for children and youth should have a door with a window in it or a half door.

## Open Door Counseling

At any counseling sessions with children or youth, the door of the room used should remain open for the entire session.

## Advance Notice to Parents

A basic rule for ministry with children and youth will be to **always** give the parents advance notice and full information regarding the event(s) in which their children will be participating.

