



ZION UNITED METHODIST CHURCH | LEXINGTON PARK

SAFE SANCTUARIES POLICY AND PROCEDURES

Introduction

The General Conference of The United Methodist Church, in April 1996, adopted a resolution aimed at reducing the risk of child sexual abuse in the church. The following is a reflection on the adopted resolution. (*Book of Resolutions*, 2016 #3084)

A central tenet of the Christian faith is the inherent value and worth of all children, youth, and adults. Children, youth, and other vulnerable people are least able to protect themselves in our society and are particularly vulnerable to abuse and neglect. The United Methodist Church is eager to do all it can to protect the youth, children, and other vulnerable people who participate in the life of this congregation.

We believe implementing a policy and adopting procedures to protect our children, youth, and other vulnerable people recognizes that:

Our Christian faith calls us to offer both hospitality and protection to our children, youth, and other vulnerable people. The Social Principles of the United Methodist Church state, "...children must be protected from economic, physical and sexual exploitation and abuse." The Social Principles also state, "...all persons are individuals of sacred worth, created in the image of God."

Tragically, churches have not always been safe places for children, youth, and other vulnerable people. Neglect, sexual abuse, and exploitation occur in churches, both large and small, urban and rural. The problem cuts across all economic, cultural, racial, and ethnic lines. God calls us to make our churches safe places, protecting children, youth, and other vulnerable people from abuse.

Abuse prevention and ministry protection policies and procedures are essential for congregations, not only for the protection and safety of our children, youth, and other vulnerable persons, but also for our volunteers and staff working with them.

The Gospel calls us to be engaged in ministry with children, youth, and other vulnerable persons (*Safe Sanctuaries: Reducing the Risk of Abuse in the Church for Children and Youth*, page 10).

Jesus taught, "Whoever welcomes one such child in my name welcomes me" (Mark 9:37 NRSV) and "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were drowned in the depth of the sea" (Matthew 18:6 NRSV).

- We should not allow possible risks to undermine or stop our ministry. Rather, we must:
- Acknowledge the risks and develop a practical plan to address these issues;
- Take steps to prevent harm to our children, youth, and other vulnerable persons; and



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- Continue to answer the Gospel's imperative to be in ministry with children, youth, and other vulnerable persons, thus making a difference in their lives. (adapted from *Safe Sanctuaries: Reducing the Risk of Abuse in the Church for Children and Youth*, page 10).

Safe Sanctuaries policies and implementation of practices that reflect those policies seek to fulfill this call for our church.

This policy sets forth the requirements in the areas of:

- 1) Volunteer/Staff Screening Requirements/Selection**
- 2) Adverse Background Check**
- 3) Dissemination of the Policy**
- 4) Training**
- 5) Ministry Supervision Guidelines**
- 6) Reporting / Response Plan**
- 7) Electronic and Social Media**
- 8) Violation of Safe Sanctuary Policy w/o abuse or neglect**
- 9) Emergency**
- 10) First Aid**
- 11) Dissemination of Safe Sanctuary Policy**
- 12) Security of Safe Sanctuaries Information**
- 13) Covenants and Incident Report Form**

1. SCREENING: Volunteer/Staff Screening Requirements/Selection

The following screening requirements are applicable to ZUMC staff and volunteers. Staff includes all paid employees and retired clergy. Active clergy complete the clearance requirements through the Baltimore-Washington Annual Conference of the UMC.

All volunteers must be:

- At least 21 years old. Exceptions apply for approved youth helpers.
- At least five years older than the oldest child/youth they will be supervising.
- A regular attendee at Zion United Methodist Church for at least six months.
 - *Rare exceptions may be made in consultation with the pastor in charge for special situations.*
- Complete and sign an application and the related waivers permitting to check references and background information.



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- Provide the names and contact information of three personal references. References should not be completed by blood, marriage, or other family members related to the volunteer. The references should not be employed or supervised by the volunteer. The references should be able, to the best of their ability, to provide statements in support of a volunteer's good character and clean record regarding sexual misconduct with children, youth, and adults. It is preferable that staff is not used as references, particularly if there is a supervisor/subordinate relationship between the staff person and the volunteer.
- Undergo a criminal background check and motor vehicle report (when applicable).
- All applicants must be interviewed to determine their suitability for the work they desire to do. The leader of the program in which the applicant will work will conduct the interviews. Church policy and guidelines should be discussed during the interview.

2. Adverse Background Check

1. In the event any adverse information concerning an employee or volunteer is received from a reference or background check, the Senior Pastor and the Unified Board SPRC Sub-committee will review the information and determine whether to:
 - a) wave the information as not severe enough to disqualify or
 - b) seek additional information from the individual about the adverse report
 - c) advise the Unified Board SPRC Subcommittee that the individual may threaten the vulnerable.

Rejection of Perspective Worker (Post-Adverse Action)

1. Individuals who have been convicted of physical or sexual abuse or neglect may not work in any church-sponsored activity or program for preschoolers, children, youth, or other vulnerable people.
2. If, based on a background or reference check, the Unified Board SPRC Subcommittee, in conjunction with the Senior Pastor, determines that an individual should not be permitted to work with vulnerable persons, a Post-Adverse Action Letter should be sent to the individual. The letter should be personalized rather than a form.
3. Protection and Integration of Known Sexual Offenders. (If applicable, fill out the Protection and Integration of Known Sexual Offenders Covenant).
4. The Unified Board SPRC Subcommittee, in conjunction with the Senior Pastor, reserves the right to withhold/remove approval of volunteer status on a case-by-case basis.

3. Dissemination of the Policy

- This policy is available to anyone who requests one from the church office and on the church website.



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4. TRAINING

- Prior to working with children, youth, or vulnerable people, applicants shall complete Safe Gatherings online abuse prevention and boundary awareness training. Once an applicant completes the training, the background checks come back clean, the references are reviewed, and the applicant is approved.
- Comprehensive training on issues of child sexual abuse in church settings shall be required for all clergy, paid staff, and volunteers (e.g., youth group leaders) who regularly supervise activities for children, youth, and other vulnerable people. This training should be offered at least annually.
- They will also be provided with tools to protect themselves and report any occurrences.
- This policy is for volunteers, paid staff, and clergy to ensure that they are trained and to prevent abuse. This can be something separate; the children/youth ministry can do research on and implement it, but this is out of the wheelhouse for this policy. In addition, if it is in the policy and we do not offer/follow this opens us up to liability.
- All volunteers, paid staff, and clergy will receive Safe Sanctuary training on policies and procedures annually and complete a background check every three years.
- Persons who have a break in service of one or more years shall submit to screening procedures.
- All volunteers will annually fill out a Safe Sanctuaries Participation Covenant.

Parent and Family Education

- Offer a family education event in which families are invited to learn the facts about child sexual abuse, grooming, and the ZUMC Safe Sanctuary Policy and procedures.
- Children and youth will receive age-appropriate training to educate them about the behavior expected from other participants and church leaders, how to recognize and report possible abuse, and how to prevent harm to anyone at the church.

Outside churches/organizations

Whenever Zion United Methodist Church hosts an activity involving children, youth, or other vulnerable people from another church or community organization,

- Upon the pastor's written request, any non-church-sponsored program conducted at ZUMC shall annually certify its adherence to this policy's intent through the Trustees' building use agreement.
- Groups using the church facility will follow Zion United Methodist Church's Safe Sanctuary policy, i.e. scouting groups, etc., operating within the building and grounds of the ZUMC shall submit to the Unified Board- SPRC Sub-committee a statement that the organization will comply with the Abuse Prevention Policy and Procedures Safe Practices. The statement must include the name, address, and phone number of the individual responsible for the organization, as well as information pertaining to their background check practices (i.e., the application



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process, references, fingerprinting, Social Security Number traces, Motor Vehicle Records, etc.). Unified Board- SPRC Sub-committee must verify that the organization's background check practices are acceptable annually.

5. Ministry Supervision Guidelines

Whenever supervising activities involving children and youth at Zion United Methodist Church,

- At least two non-related adults (including at least one screened adult) will always be present. If the two-adult rule cannot be observed, a screened, designated roamer will regularly check on groups with only one adult. The parent or guardian should be notified.
- Children, youth, and other vulnerable people will be checked into and out of a church-sponsored activity by their parent or legal guardian or people authorized by the parent/legal guardian.
- Participants will have access to a telephone or cell phone when groups are at or away from the church facility.
- One-on-one interactions with children and youth will be with an open door.
- The pastor, parent or guardian, or another screened adult should be aware of any such interactions.
- Activities with children, youth and other vulnerable populations should be publicly accessible. Anyone has the right to visit and observe the children's/youth's/other vulnerable person's activity, classroom, or church-sponsored program at any time, unannounced as long as the two-adult rule is being followed. Exceptions to this right may be issued at the discretion of church leadership.
- All classroom and office doors will have windows or be visible from the hallway, or they should remain open while the room is occupied.
- Windows will be kept free from adornment.
- At any counseling sessions with children or youth, the door of the room used will be left open for the entire session. Ideally, the session will be conducted at a time when others are nearby, even if they are not within listening distance.
- For overnight events at the church and church-sponsored off-premise activities, two or more screened adults must be present. This arrangement must include at least one male and one female if the group is mixed gender.
- Parents/Guardians of Youth attendees will be required to sign a Universal Permission Form.

Whenever Zion United Methodist Church transports children, youth, or other vulnerable people away from the church campus,

- No youth should drive to/from events.



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- An adult should never transport a child/youth/other vulnerable person alone.
- Drivers of church vehicles should be approved and covered by the church's insurance company.
- Drivers should go through the same screening process as all other paid/volunteer staff.

6. Electronics and Social media

The use of electronics or media communications may be useful tools in supporting ministries with children, youth, and other vulnerable people. However, in such circumstances, the following requirements shall be met:

- The volunteer or staff person shall never initiate a connection (friending, following, etc.) on social media.
- If a student initiates a connection, the child, youth, or vulnerable person's parent or guardian as well as the pastor in charge shall be notified.
- If an adult leader receives a private text from a child, youth, or vulnerable person that seems to be questionable, the adult leader should immediately end the conversation in the virtual space and offer opportunities to have the conversation in person and in compliance with the earlier guidelines for one-on-one conversations. The ministry supervisor and/or parent/guardian should be made aware of the incident immediately.
 - *Note: If an in-person meeting is not possible, those involved will determine the most reasonable alternative in compliance with the earlier guidelines for one-on-one conversations.*
- Adult leaders should post photos on social network sites only with prior written permission granted by a parent/guardian. When posted, PHOTOS MUST NOT BE TAGGED with names or location indicators. All photos must be appropriate and in keeping with the spirit of the ministry event.
- All in-person protection policies apply to online platform meetings like Zoom, Skype, Messenger, and so on. *(For example, two unrelated adults should be present in the virtual room just as they would be in a physical room.)*
- An official church account should be established and used for online activities, not a personal account.
- Parents/guardians, children, youth, and other vulnerable people should be informed about online meetings.
- Adult leaders and participants should use their real names as usernames.
- Attendance of online meetings should be documented.
- All electronic communications shall be documented and retained.

7. **REPORTING:** If a suspected incident of abuse or neglect occurs or is revealed to a volunteer/paid staff person at a Zion United Methodist Church-sponsored activity, the adult in charge of the activity will:



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- Ensure the safety of the child, youth, or other vulnerable person.
- Notify the Senior Pastor, the ministry supervisor, and the chair of the Unified Board immediately. If these individuals are not available, notify the District Superintendent directly.
- The Pastor will notify the District Superintendent and any warranted civil authority, as well as the insurance company. If the incident of abuse or neglect involves the Senior Pastor, inform the Chair of the Unified Board, who will contact the District Superintendent.
- A written report should be prepared and submitted immediately to the District Superintendent (see incident form).
- Do not discuss the issue with anyone but the people involved. If the accused is a member, volunteer, employee, or visitor, the Senior Pastor should request that he/she not return to the church facilities pending an investigation. We do not investigate. We only report. The bishop's office of the Baltimore-Washington Conference and/or insurance company will conduct the investigation.
- The Senior Pastor will decide who talks with the guardian.
- All media inquiries should be referred to the Baltimore-Washington bishop – anyone else should refer the media to the bishop and otherwise respond to the media inquiries with “no comment.”
- The warmth and concern shown at the first level will have a lot to do with the outcome. The person should be assured that he/she is not at fault. Guardians should be apprised of the investigation as it moves forward commensurate with existing statutes.
- The Church will make every effort to provide ongoing ministry and pastoral support for all persons involved. The bonds of Christian love call us to affect healing for all persons.
- Call the appropriate county/state hotline.
- Under Maryland State Regulations, any individual who suspects child abuse or neglect is to report it immediately. If suspected child abuse has occurred, the individual who suspects child abuse shall have the responsibility to immediately contact the leader of the church activity and a member of the Safe Sanctuaries Committee at Zion United Methodist Church of Lexington Park, Maryland.
 - The Pastor of Zion United Methodist Church will be notified.
 - The individual who suspects child abuse has occurred is required to provide an oral report of the incident for documentation. **Note:** It is not our responsibility to investigate but to report such incidents.
 - Fill out the online fillable or a hard copy of the incident form (See forms).
 - A confidential incident report to document all relevant facts will be completed.
 - Department of Social Services of St. Mary's County will be contacted. Steps will be taken to immediately ensure the safety of the victim of the suspected abuse, including removal of contact with the suspected abuser.
 - The person suspected of the abuse will be removed from any leadership position pending investigation.



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- **CODE OF MARYLAND REGULATIONS** requires reporting child abuse or neglect in the following manner:
 1. An individual shall immediately report suspected child abuse or neglect to the local department of social services, or report the suspected incident to a local law enforcement agency.
 2. Health practitioners, educators, human service workers, and police officers are required to report, both orally and in writing, any suspected child abuse or neglect, with oral report being made immediately and the written report being made within 48 hours of the contact which disclosed the suspected abuse or neglect.
 3. A report shall include:
 - The name and home address of the child and the parent or other individual responsible for the care of the child;
 - The age of the child;
 - The present location of the child;
 - The names and ages of other children in the home;
 - The nature and extent of injuries or sexual abuse or neglect of the child, including any information known to the individual making the report of previous possible physical or sexual abuse or neglect;
 - The information available to the individual reporting:
 - a. Which might aid in establishing the cause of the injury or neglect;
 - b. About the identity of the individual or individuals responsible for abuse or neglect; and
 - If reporting abuse or neglect of a child involving mental injury, a description of the substantial impairment of the child's mental or psychological ability to function that was observed and identified, and why it is believed to be attributable to an act of maltreatment or omission of proper care and attention.
- Reports of abuse shall be made to the local departments of social services or the appropriate law enforcement agency. Reports of neglect shall be made to local departments of social services.
- Local Office of Social Services:

St. Mary's County Child Protective Services
23110 Leonard Hall Drive
Leonardtown, Maryland 20650
TEL (240) 895-7016
After hours: 301-475-8016
FAX (240) 895-7099

St. Mary's County Sheriff's Office
23150 Leonard Hall Drive
Leonardtown, Maryland 20650
301-475-4200 x1900



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8. Procedures for Violations of the Safe Sanctuaries Policy w/o incidents of abuse and neglect

- The Senior Pastor and Unified Board-SPRC Subcommittee Chair with the volunteer or member to discuss the incident, review the Safe Sanctuary policy and procedures, document the meeting, and require the volunteer or member's signature. After the second violation of the Safe Sanctuaries policy, the volunteer is not allowed to work with children, youth, or vulnerable persons.

9. Emergencies

- Each Church Group will annually review its emergency procedures. Each Church Group should familiarize its Workers with the evacuation plan and the specific route applicable to their activity. In addition, each Church Group should instruct its Workers that in the event of an evacuation, the Worker should take his or her attendance sheet and take attendance once outside and safely away from all hazards.

10. First Aid/CPR Training

- Each Church Group will designate at least one person to take First Aid and CPR training on an annual basis. ZUMC will pay for this training.

11. Dissemination of the Policy

The Senior Pastor and the Chair of the Staff Parish Relations Committee (SPRC) sub-committee of the Unified Board are responsible for implementing this policy and procedures and ensuring that all allegations are investigated and resolved promptly. All other volunteers and paid staff are responsible for informing the Senior Pastor or the SPRC-subcommittee chair of any incidents of harassment or abuse of any kind. Members of the congregation are also encouraged to report to the Senior Pastor such incidents.

The Safe Sanctuaries sub-committee will be headed by the Unified Board chair, SPRC sub-committee chair, Christian education chair, children's and youth ministry chair, lay member, parent, and trustee. It will act under the confidentiality covenant of the SPRC.

The Safe Sanctuaries Subcommittee will review this policy and procedures annually and recommend revisions, as appropriate, to the Unified Board.



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12. Security of Safe Sanctuaries Information

1. Completed forms and other documents containing personal information related to the Safe Sanctuaries program will be handled only by the Senior Pastor and SPRC Sub-committee chair in the event of an adverse report concerning an individual received from a reference and/or background check.
2. All completed Safe Sanctuary forms, files, records, etc. that contain personalized information will be stored in the church safe at all times.
3. Individuals submitting Safe Sanctuaries forms can submit them in any manner they see fit (email, mail, hand-delivered to SPRC subcommittee chair).
4. Safe Sanctuaries files, including reference and background checks, etc., will be retained for seven years after an individual ceases to be a staff member or volunteer under the purview of the ZUMC. After that, the records, both electronic and hard copy, will be destroyed.



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13. Covenants and Incident Report Form

- 1. Congregational Covenant and Adoption**
- 2. Safe Sanctuaries Participation Covenant**
- 3. Protection and Integration of Known Sexual Offender's Covenant**
- 4. Incident Report**



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Congregational Covenant and Adoption

Zion United Methodist Church's purpose for establishing this Child, Youth, and Vulnerable Person Protection Policy and accompanying procedures is to demonstrate our total and unwavering commitment to the physical well-being, emotional safety, and spiritual growth of all our children, youth, and vulnerable people.

We adopt this policy in accordance with the statement we as a congregation make at each baptism—that we will “nurture children and youth in the Christian faith and life and include them in our care.” With this policy, we renew our baptismal pledge to “live according to the example of Christ” and surround children, youth, and other vulnerable people with a “community of love and forgiveness, that they may grow in their trust of God, and be thus confirmed and strengthened in the way that leads to life eternal.” (Baptismal Covenant II, *United Methodist Book of Worship*, p.96).

This policy coordinates and supersedes the previous policies used by Zion United Methodist Church.

As a Christian community of faith and a United Methodist congregation, we are committed to conduct the ministry of the gospel in ways that assure the safety and spiritual growth of all our children, youth, and vulnerable people, as well as all the workers with the children, youth, and vulnerable people. By this policy and its accompanying procedures, we implement prudent operational procedures in all programs and events.

1. Training: 1) Zion will provide Safe Gathering and boundary awareness online training for all volunteers, paid staff, and clergy and yearly training on this policy and its procedures to assure that adults involved in activities with children, youth, and vulnerable people are aware of these standards and will abide by them. 2) Offer a family education event in which families are invited to learn the facts about child sexual abuse, grooming, and the ZUMC Safe Sanctuary Policy and procedures.
2. Children and youth will receive age-appropriate training to educate them about the behavior expected from other participants and church leaders, how to recognize and report possible abuse, and how to prevent harm to anyone at the church.
3. Screening: All adults and minors above the age of fourteen who have direct involvement with activities covered by this policy and its procedures will be screened in accordance with the Baltimore-Washington Annual Conference policy. All people who are subject to this policy will be rescreened every three (3) years. Any person who has had a break in service for one or more years shall submit to rescreening.
4. Supervision: The appropriate number of screened adults will supervise all activities covered by this policy and its procedures.



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Conclusion

In all our ministries with children, youth, and vulnerable people, Zion United Methodist Church United Methodist Church is committed to demonstrating the love of Jesus Christ so that each of God's children here will be "surrounded by steadfast love, established in the faith, and confirmed and strengthened in the way that leads to life eternal." ("Baptismal Covenant 11," *United Methodist Hymnal*, p.44.)

This Child, Youth, and Other Vulnerable People Protection Policy is adopted by action of the Unified Board of the Zion United Methodist Church on 8/30/24.

Appointed clergy and/or supply pastor(s): Rev. Dr. Andrew J.

Chair, Staff Parish Relations Sub-Committee: Kim K. H.

Chair, Unified Board: Stephanie Lee



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Safe Sanctuaries Participation Covenant for Those Working with Children, Youth, Vulnerable Adults

The congregation of Zion United Methodist Church is committed to providing a safe and secure environment for all children, youth, and volunteers who participate in ministries and activities sponsored by this church. The following statements reflect our congregation's commitment to preserving this church as a holy place of safety and protection for all who would enter and as a place in which all people can experience the love of God through relationships with others.

1. No adult who has been convicted of child abuse (sexual abuse, physical abuse, or emotional abuse) will be permitted to volunteer to work with children or youth in any church-sponsored activity.
2. Adult survivors of child abuse need the love and support of our congregation. Any adult survivor who desires to volunteer in some capacity to work with children or youth is encouraged to discuss his/her willingness with the senior pastor before accepting a position.
3. All adult volunteers involved with children or youth of our church must attend regularly for at least six months before beginning a volunteer position.
4. Adult volunteers with children and youth will observe the "Rule of Two" at all times so that no adult is ever alone with a child or youth.
5. Adult volunteers shall immediately report any behavior that seems abusive or inappropriate to the senior pastor or SPRC sub-committee chair.

Please answer the following questions by putting your initials in the response:

1. As a volunteer, do you agree to observe and abide by all church policies regarding working in ministries with children and adults? ☐ Yes ☐ No
2. As a volunteer, do you agree to observe the "Rule of Two" at all times? ☐ Yes ☐ No
3. As a volunteer, do you agree to promptly report abusive or inappropriate behavior to the Senior Pastor or SPRC sub-committee chair? ☐ Yes ☐ No
4. As a volunteer, do you agree to inform the senior pastor of this congregation if you have ever been convicted of child abuse or crime? ☐ Yes ☐ No
5. Have you ever been convicted of any criminal offense? If yes, please explain below.
☐ Yes ☐ No

I have read this Participation Covenant, and I agree to observe and abide by the policies set forth above.

Signature of Volunteer

Date

Printed Name



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PROTECTION AND INTEGRATION OF KNOWN SEXUAL OFFENDER'S COVENANT OF PARTICIPATION

Zion United Methodist Church, here after referred to as the Church, affirms the dignity and worth of all persons. We are committed to being a religious community, open to those who wish to worship with us, especially in times of serious personal troubles. However, based on your background and personal history, we have concerns about your contact with children, youth and vulnerable adults in our congregation. Although we welcome you to our congregation and our membership, your participation in events involving the children/ youth of the Church and those considered vulnerable adults, will be limited to ensure the safety of these persons and to reduce risks to you. The following guidelines have been established to that end.

The congregation welcomes your participation in Church activities, but affirms that you must act within the guidelines set forth herein:

1. You shall comply fully with all restrictions and requirements placed upon you as a result of any legal actions – past, present and future.
2. You shall not be alone at any time with any child, youth or vulnerable adult.
3. You shall participate in professional counseling throughout the duration of your involvement with the Church.
4. You shall be a member of an accountability group, made up of at least two members of the congregation (one of which shall be the same sex as you), the senior pastor of the Church, and you. This group will be assigned to you for the entirety of your involvement with the Church.
 - a. The accountability group will establish a schedule for partnering with you whenever you are planning to be on church property or participate in a church sponsored event. This schedule will be kept on record with the Safe Sanctuaries Team and will be posted in the office of the church.
 - b. One member of your accountability group will be with you at all times when you are on church property or at a church sponsored event. The accountability group member who is scheduled to partner with you will remain beside you, in close proximity to you at all times, when you are on church property or participating in a church sponsored event.
 - c. The accountability group will meet together with you, at least once a month, to offer support, discuss issues you may be having and to pray with you. If the need to meet more frequently occurs, the frequency will be determined by the accountability group in response to your needs.
 - d. The accountability group will report quarterly to the Safe Sanctuaries Team, your probation/parole officer and your professional counselor.



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- e. You shall take the most direct, visible route to your destination with your accountability partner.
 - f. If restroom facilities are needed while on church grounds, the restroom in the workroom area of the Todd House should be used. One member of your accountability group will check the restroom facility before you enter to insure it is vacant. You will be permitted to enter and the accountability team member will insure no one else enters while you occupy the restroom. The team member will then accompany you back to your seat or off Church property.
5. At no time, even with a member of your accountability group, are you to be in the Lighthouse or on the first floor of the Wesley Center beyond the foyer area.
 6. You are welcome to attend, accompanied by a member of your accountability group, any public worship service; Tuesday morning men's prayer group; the adult Sunday school class of your choice and any other public worship service not designated for children, youth or vulnerable adults only. You may also attend those worship services not predominately led and directed by children or youth, as approved by your accountability group.
 7. Any church sponsored activity held off-site from the church campus shall be approved by the Safe Sanctuaries Team prior to participation.
 8. Upon arrival at Church, you shall report to the Church office in the Todd House where you will sign in and wait for a member of your accountability group to escort you to your destination. Once your worship experience or your business is complete, you shall return to the Church office to sign out before leaving the Church property. The accountability group member escorting you will initial both signing in and out. If the church office is locked and no member of your accountability group is available to meet with you, you are to immediately leave the Church property.
 9. At no time shall you hold a position of authority with the Church or serve as a representative of the Church.
 10. At no time will your name be allowed to appear in the Church newsletter, the weekly bulletin or in any item of print associated with the Church, excluding the weekly prayer concern list and the Church directory.
 11. As part of our church family and in an attempt to provide the safest environment possible, you shall inform your accountability group and the Safe Sanctuaries Team if you become aware of other sex offender(s) who are attending our church.
 12. Terms of this covenant will be reviewed with your probation/parole officer, sex offender treatment provider and any other person involved in your after-care or treatment prior to your involvement with the Church.



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13. The covenant must be signed by a representative of your accountability group, your probation/parole officer, sex offender treatment provider and any other person involved in your after-care or treatment prior to your involvement with the Church.

14. This covenant will remain on file with the Church and will be readily available to members of the Church. It will be shared directly with all persons involved directly with children, youth and vulnerable adults working with the Church.

By signing this covenant, I agree that if at any time, any item of this covenant is suspected of being broken, I will meet with the Safe Sanctuaries Team. I agree that all findings of the Safe Sanctuaries Team are final. I agree that if the Safe Sanctuaries Team finds that any item of this covenant at any time was broken, I will immediately discontinue attendance at all church functions. I understand and agree that all church members will be made aware of the violation. I agree that all violations will be shared with my accountability group, my probation/parole officer, sex offender treatment provider and any other person involved in my after-care or treatment.

Any violation that occurs that is illegal in nature will be reported immediately to the appropriate authorities.

Signature

Date

Accountability Group Rep. Signature

Date

Senior Pastor Signature

Date

Probation/Parole Officer Signature

Date

Professional Counselor Signature Date



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Incident Report