

**Clayton Baptist Church**  
**Child/Youth Protection Policy**

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**Purpose Statement**

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

**I. Selection of Workers**

A. All volunteer workers are to be members of Clayton Baptist Church for a minimum of six months. Exceptions will be if long-term work at a prior church can be verified. This time of interaction between our leadership and the applicant allows for better evaluation and suitability of the applicant for working with children.

B. All leaders/workers must have a completed background check on file that has been approved by the head of the Children's/Youth Department or the children's/youth pastor before assuming responsibility and care of the children. A background check includes, but is not limited to, a fingerprint card, an interview, a signed adult worker policy, and a Children's or Youth Ministry Application.

**II. Guidelines**

A. All adult/child interactions must include three people: two unrelated adults for any size group of children. For example, when you have only one child or more in your classroom, two adults must be present at all times. The one exception being that a child may be one on one with his or her parent or guardian.

B. No corporal punishment of any kind will be used for any reason (e.g., spanking, pinching, etc.).

C. There is to be no physical contact with "private parts" of any child, with the exception of diaper changing. All diaper changing will be done in the classroom on the changing table in full view of adults present.

D. Parents are to be notified immediately in the event of accidental injury that surpasses basic First Aid attention. An "Incident Report" is to be completed as soon as possible in the event that an accident has occurred in our care.

E. Photography or audio taping of any child will not be permitted without written permission from each child's parent/guardian

F. Children below grade 2 are to be signed in with a claim number attached to the child's garment when left in the care of the leaders/workers at Clayton Baptist Church. No child may be picked up without the matching claim check turned in.

### **III. Wellness Policy**

A. To protect other children, a child with any of the following symptoms will not be allowed to participate with the other children. If a child should develop any of these symptoms while in a program, the parent/guardian shall be notified and the child will be picked up in a timely manner.

1. Fever over 98.6 oral or 99.6 rectal. (*Fever is associated with illness and is not associated with teething.*)
2. Vomiting in the last 24 hours.
3. Diarrhea in the last 24 hours.
4. Skin rashes or eruptions of unknown origin, including but not limited to: impetigo, measles, chicken pox, and so forth.
5. Persistent coughing associated with respiratory infection, including cold, bronchitis, and so forth.
6. Runny nose with a yellow- or green-colored discharge, or congestion associated with a cough or fever.
7. Conjunctivitis (pink eye) that may also have a colored discharge or drainage.
8. Parasites, any form of lice, mites, or ringworm. These aren't common, but when present are very contagious.
9. Inhalers will be kept at the check-in area, which is always supervised by a responsible adult. A note of permission to administer the medication in an emergency is completed and kept on file. Every effort to contact the parents will be made prior to the staff administering any medication.

NOTE: Except where written permission is given, the parent of the child is the only one allowed to administer any form of medication to the child.

### **IV. Child Abuse Policy**

A. It is our intent to follow state regulations in the reporting of child abuse. Child Abuse is where "a child whose physical or mental health is harmed or threatened with harm by acts or omissions of his/her parent or other person responsible for his/her welfare." (*as defined by the U.S. Department of Health and Human Services*)

B. Any parental complaints about suspected or alleged mistreatment/abuse of any kind are to be reported to a pastor or children/youth director immediately.

C. In cases where reporting is deemed necessary, the appropriate staff from Clayton Baptist Church will work closely with the family and any of the helping agencies involved. Our desire is to protect the children and support the family.

D. Any suspected or alleged child abuse by leaders/workers can result in temporary or permanent removal from ministry, pending the outcome of an investigation. This would be done to protect both the child and the leader/volunteer.