



SAFE PLACE:
**REFRESHER
TRAINING**



Categories of abuse:

- A. physical
- B. sexual
- C. emotional
- D. neglect
- E. spiritual

Within these categories fall forms of abuse such as **harassment, discrimination,** and **exposure to abuse,** especially domestic abuse.



- Any physical force or action that results, or could result, in injury
- Different than reasonable discipline
- No ministry personnel are ever to engage in corporal punishment



- Child sexual abuse occurs when a child is used for gratification of an adult or older child
- **This includes:**
 - Sexual intercourse
 - Indecent phone calls, emails, photos, etc.
 - Fondling for sexual pleasure
 - Exposing a child's private areas
 - Allowing a child to look at or perform in pornographic picture/videos, or engage in prostitution



- Pattern of behaviour that attacks an individual's emotional development, sense of self-worth, dignity, and identity
- Includes failure by parent to provide the child with love, emotional support and guidance
- Children who are exposed to violence in their homes may suffer emotional harm
- Includes excessive, aggressive, or unreasonable demands that place expectations on someone beyond her/his capacity



- Neglect is the failure to meet the basic needs of food, clothing, shelter, sleep, medical attention, education and protection from harm.

This can occur when [caregivers]:

- Do not know about appropriate care
- Cannot adequately supervise
- Are unable to plan ahead

- Positive Parenting, Children's Aid & Society, 2006



We believe the gospel of Jesus Christ and affirm the importance of Christian evangelism.

However, we do not believe this justifies any means to fulfill that end.

Hence, we disavow the use of any techniques that bypass a person's critical faculties, take advantage of weaknesses, limits the capacity of, or disrespects an individual's freedom to choose.



1. Customized written policy
2. Definition of abuse
3. Screening volunteers and staff
4. Train volunteers and staff
5. Modify the premises
6. Organizational procedures including permanent documentation of information
7. Reporting and response protocol



- When risk increases, supervision should also increase
- Risk increases as isolation increases
- Risk increases as accountability and adherence to policy decreases
- Risk increases when there is an imbalance of power or influence
- **Key to demonstrating due diligence in care is through retaining documentation**



- Extreme changes in personality or behaviour
- Injuries for which there is no explanation, or the explanation does not make sense
- Injuries at different stages of healing
- Unusual fear, aggression, rages or tantrums
- Extremely secretive or forbidden contact with others



- Withdrawing from loved ones and activities
- Age inappropriate sexual play or knowledge
- Unexplained developmental setbacks (e.g. wetting themselves)
- Unusual bank account activity
- Frequent psychosomatic complaints



1. Complete and submit an **incident report** for each indicator that you spot. Even if you're unsure — document it!
2. Watch for a **pattern** of indicators.
 - Don't jump to conclusions, but pay attention
3. Remember - hurt people, hurt people.
 - If someone is hurting others, it's likely a cry for help



We report and respond to child abuse differently from vulnerable adult abuse.

- **report** child abuse
- **respond** to vulnerable adult abuse



Duty to Report is a law in Canada that requires everyone to report known abuse.

**If you suspect a child is being abused, call:
(866) 345-9241**



- Each province / territory has its own legislation which address:
- Ages of children entitled to protection under law (the age majority)
- The duty to report
 - Immediate
 - Direct
 - On-going
- Confidentiality
- Failing to report



- Do not ask leading questions
- Immediately report the abuse to authorities. This should be done with your supervisor.
- Inform your supervisor and they will inform others on a need-to-know basis
- Remove individuals accused of abuse from current positions
- Protect the identity of the victim and accused
- Resist investigating the allegation/suspicion. Cooperate with the official investigators



Ask yourself:

- Is this an emergency?
- Is the individual able to report it?
- Is the victim ready to respond?

If they are resisting all efforts of intervention:

- Provide a number they can call for help
- Arrange a follow up visit
- Develop a safety plan for when they are ready



- Ensuring your church is a safe place for the vulnerable is not just a good idea, it's a legal requirement.
- Churches have a legal responsibility to ensure that a plan for prevention and protection is in place.
- Insurance companies also require the same level of diligence in order to provide liability coverage.
- Our communities need to be able to trust that we are doing everything in our power not only to serve well, but to be a safe place for everyone. Churches represent the heart of Jesus, who welcomed, cared for, and protected all who came to Him. Let's be like Jesus, and do what He did.



Brainstorm:

- What activities, programs and events do we have that are higher risk?
- Which age groups are higher risk?
- Are there any rooms, areas, or facilities that we have that are higher risk?



Two screened volunteers per:

- 6 infants
- 10 toddlers
- 20 elementary aged children
- 14 junior high / middle school students
- 20 senior / high school students
- 20 vulnerable adults
- 6 children with disabilities



Supervision ratios might seem daunting, but you can get creative!

- You need a minimum of 2 unrelated personnel (except non emergency) or...
 - One personnel with windows having clear lines of sight or an open door with hall monitors
- Don't be alone with a vulnerable person — the key is to stay in sight of others
- Never be in the washroom alone with children. Keep the door propped open and have hall monitors walk by regularly
- Encourage older kids to use the buddy system



- Supervision of youth is tricky but remember:
- Avoid isolation — this is the main point!
- Don't date a student (even if there's not a big age difference, just don't)
- Travel in groups with another adult (ideally a screened adult)
If that's not possible, notify your ministry lead ASAP with a text and email as well as call their parents on speaker to avoid isolation
- Plan one-on-one meetings to be in sight of other screened adults, either in the church or in public
- Always communicate with parents and the Ministry lead about the meeting details and submit the one-on-one meetings details form



- Hold a crying preschooler
- Speak at eye level
- Put an arm around shoulder (side-hug)
- Pat hand, shoulder or back to affirm
- Hold a young child's hand when speaking, listen or walking to activity
- High fives and fist bumps are great!

All touch must be done in view of others!



- Kissing or coaxing someone to kiss you
- Engaging in extended hugging or tickling
- Holding someone's face
- Touching in any area covered by a bathing suit
- Carrying older children
- Engaging in prolonged physical contact
- Corporal punishment



- Identify ministry personnel during programs
- Do not leave children unattended
- Limit responsibility of occasional observer — they can't supervise
- Avoid accepting contagious children into programming
- Encourage parents to deal with diapers or washroom needs before programming
- Sign-in / sign-out system for young children are a great way to take attendance and to ensure they don't get lost
- Older children may come and go in the buddy system if hall monitors are utilized



- Registration forms for each program
- Attendance taken at each event or visitation, noting all present
- Release forms for all high risk activities
- In situations where policy cannot be met, get permission from ministry lead and parents, keeping all the documentation
- Fill out an incident report for any accidents, injuries, illnesses, or indicators/suspicious of abuse
- There is no statute of limitations on child abuse. Therefore keep records indefinitely.



- Personnel shouldn't give any over the counter medications without written authorization and instructions from a physician or parent.
- **If necessary to provide medication:**
 - Prescription must be in the original container
 - Parent's must complete medication form with instructions
 - Requests signed, dated, filed permanently
 - Medication given by parent-designated leader

Recommendation: at least one lead ministry personnel that is First Aid Certified



- Fill out an incident report for any accidents, injuries, illnesses or indications of abuse
- Fill out an incident report for anything out of the ordinary
- Fill out an incident report for any unintentional or accidental situation that could be misinterpreted or misconstrued
- **Include: who, what, where, when, why and how**



Bullying is common in schools, clubs, teams, churches, and camps

- Clearly state zero tolerance / anti-bullying rules
- **All personnel must take action to prevent and stop bullying**
- Complete incident reports and immediately notify your ministry lead, as well as both sets of parents
- Caring for vulnerable people includes protecting them from harming one another



- Secure ministry lead approval
- Secure parent written permission
- Increase supervision (1:5 ratio)
- Separate lodgings according to gender
- Separate shower times for personnel and students
- 2 screened adults per room
- Host billeting families must be screened



- Travel with minimum 2 screened staff
- Use commercial vehicles when possible
- Encourage parents to create carpool systems for dropping kids off and picking them up from programs
- When using personal vehicles, demonstration of both a current license and insurance in place is required, as well as 5 years of good driving history
- When isolation cannot be avoided, parents and ministry lead must both give permission with records kept permanently. Such occurrences should be extremely rare.



- Legal guardian permission is required to electronically communicate with minors (collect on registration forms each year)
- Social media is best used for communication of information, not the primary method of relationship building and support. Stick to public pages and big group messages that include the program's ministry personnel
- Avoid isolation by including legal guardian or other ministry personnel in private messages to youth between the ages of 13-17
- Electronic communication with Children 12 and under is prohibited with the exception of copying parents on all messages as well as ministry lead or other personnel.



- All photos and videos should be taken by screened personnel
- No photographs will be taken without prior written approval
- No photographs will be posted online without written permission
- Never tag photos



THANK YOU!!!