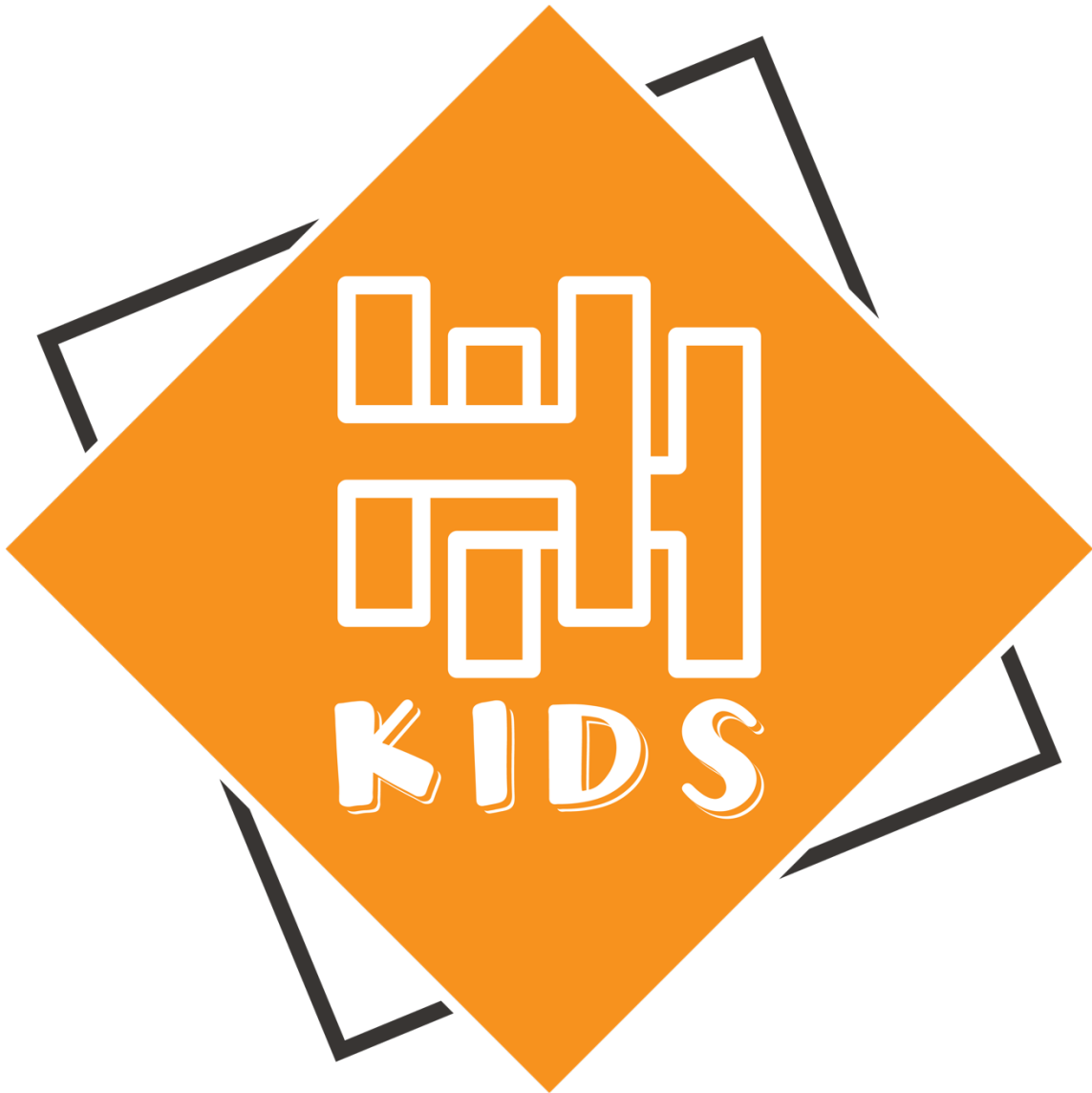


Hays Hills Baptist Church Children's Ministry Child Protection Policy

[Revised Summer 2020]



Welcome!

Welcome to Hays Hills Kids Ministry (HH Kids) at Hays Hills Baptist Church (HHBC)! To love children and their families well, we must take steps promoting children's safety while they are in our care. HH Kids refers to classes and programs for children aged newborn to and including 5th grade. This handbook is designed to familiarize parents, caregivers, and our entire church family with our Child Protection Policy (CPP). The goal of our CPP is to protect our children, caregivers, and the mission of our church.

To this end we:

- Screen all HHBC staff and children's ministry caregivers
- Employ scheduling procedures and caregiver/child ratios that optimize safety
- Equip each building with a first aid kit
- Educate our staff and volunteers about recognizing child abuse
- Require background checks, child abuse awareness training, and re-signing the Statement of Acknowledgment and Agreement every 2 years for those who continue in their roles.
- Require our caregivers to report any known or suspected abuse to the Children's Minister and/or the Lead Pastor and then to the appropriate governmental authorities consistent with applicable laws
- Adhere to well-child policy for admittance to HH Kids activities.
- Revise the CPP every summer to ensure we are following the best practices of childcare/safety.

If you have any questions or comments, please call or email our Children's Minister, Ethan Graves.

(512) 295-3132 ext. 31

ethan@hayshills.com

***Please note the following:**

- HH Kids is active year-round, but we count a "year" in HH Kids according to the HCISD calendar (August to May plus summer activities).

-Children's Worship and Bible Life classes occur during the entire year.

-AWANA takes a break in the summer, but programming is still available to children and their families.

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Vision and Values of HH Kids:

The vision of HH Kids is to carry out the mission of HHBC by putting the scriptures into the heads, hearts, and hands of our children. We do this by practicing the following values:

- **Praying** for the kids (Colossians 1:3-14)
- **Relying on the Holy Spirit** to regenerate kids' hearts through the faithful teaching of His Word (Ephesians 2:4-10; Titus 3:5)
- **Making the whole Bible known** to kids with a special emphasis on the Gospel (Deuteronomy 6:6-9; Romans 1:16-17)
- **Equipping and encouraging parents** who are primarily responsible for teaching biblical truths to their kids (Proverbs 1:8; Ephesians 6:4)
- **Living Faithfully** before the kids and modeling for them how Christians are called to respond to God, interact with others, and make disciples of all nations (Matthew 5:16; Mark 9:42)

Parameters for Policy:

We designed the CPP to ensure the physical, mental/emotional, and spiritual safety of each child entrusted to our care. The following policies and procedures will be enforced at any church event taking place on the HHBC grounds. They will also be enforced during all officially recognized ministry activities of the church (i.e. transporting minors, camps, retreats, etc.)

Becoming a HH Kids Volunteer:

All Volunteers...

- Must be members in good standing of HHBC who have been regularly attending the church for at least 6 months.
- Must be adults (18 or older).
 - Minors who are at least thirteen years of age are welcome to assist (subject to the approval and direction of the Kids Minister), but they will be paired with an adult caregiver at all times.
- Seek to demonstrate Christ's love in the way we love the children.
- Set an example of proper Christian conduct in the way we live our lives.
- Strive to get the Scriptures into the hands, heads, and hearts of the kids.
- Attend annual training
 - Ministry Area Training
 - CPP Review
- Protect our kids by following the CPP

- Honor their commitments to serve
- Arrive at their area of service 15 minutes prior to the start time
- Understand that the care of children is a privilege. Volunteers may be revoked or suspended at any time by the Kids Minister, Lead Pastor, or Elders if the above expectations are consistently not met.

Pathway to Becoming an HH Kids Volunteer

- Anyone interested in serving in HH Kids must fill out an application and return it to the Kids Minister.
- Next, they must read the CPP. After reading the CPP, interested volunteers must schedule a meeting with the Kids Minister to discuss their desire to serve, answer any questions they have about the CPP, and to determine where they would best fit in the ministry.
- Interested Volunteers will sign the CPP's Statement of Agreement and Acknowledgment form then return a signed copy to the Kids Minister.
- The Kids Minister will run the appropriate background check and send interested volunteers sexual abuse awareness training via email.
- Upon completion of a background check and sexual abuse awareness training applicants will be ready to serve in HH Kids.

*Please note the following:

- All completed records of screening procedures will be kept securely.

-The background check, child abuse awareness training, and signing of the acknowledgment and agreement statement will be renewed every two years for those who wish to continue in their roles.

- We love having volunteers serve for years at a time, but we also understand that life unfolds in seasons. Therefore, serving in HH Kids is not a life-long commitment. By signing the acknowledgment and agreement statement, volunteers commit to serving for one school year (August to August).

Expectations for Classroom Settings:

- *Child Promotion Policy*
 - HH Kids organizes all classes according to the HCISD school year calendar. Children will go to the class that corresponds with the grade they are in at school.
 - If a child has skipped a grade or been held back, he or she may attend the class that corresponds with their current grade. They may also attend a more age appropriate class; this decision will be made by the Children's Minister in conjunction with the child's parents/guardians.
 - Children will stay in their class through the summer and be moved up to the next class on promotion Sunday each August.
 - Promotion Sunday will take place the Sunday before HCISD begins their school year.

- *Caregiver Policies*

- At least 2 approved caregivers must be present in each classroom at all times (3 is optimal but not always possible).
 - We consider adults to be 18 or older.
 - Minors ages 13 and older are welcome to assist (subject to the approval and direction of the Children's Minister).
- Out of respect for parents and children, caregivers **must be** ready to accept children **15 minutes prior to the start of any HH Kids event**.
- There must be at least 2 caregivers in each classroom before children will be admitted into class.
- Men will not serve in the birth to pre-k hallway.
- Two male caregivers may not serve together without a female caregiver also being present.
 - The only exception to this rule is when another caregiver temporarily substitutes for a female caregiver (e.g. a female caregiver is taking a child to the restroom).
- All caregivers must provide excellent supervision of children, paying full attention to the children under their care. Except for emergencies, caregivers must wait until the completion of HH Kids events to check cell phones, carry on personal conversations, etc.
- Caregivers are expected to keep information about children confidential.
 - Caregivers may talk about a child's pertinent needs with other caregivers; however, they may not discuss a child's needs with or around other adults or children. These needs include, but are not limited to, discipline issues, health concerns or family situations.

- *Adult to Child Ratios*

- In addition to always having two caregivers present, the following ratios (in accordance with Texas Department of Family and Protective Services) are maintained during all HHCM events:
 - Children ages 0-2: One adult for every three children
 - Children ages 3-4: One adult for every fifteen children
 - Children ages 5-12: One adult for every twenty-two children
- The Children's Minister or Director of Preschool must be notified if more caregivers are needed to maintain these ratios.
 - Minors may be used to keep the appropriate ratios if they are paired with at least one adult.

- *Visibility*

- Caregivers and **MUST** always be in public, visible areas.
 - Caregivers are **NEVER** allowed to be alone with a child unless they are that child's parent/guardian. If a caregiver finds him or herself alone with a child, they must immediately move to a public, visible area.
- Caregivers may speak with a child one-on-one if they remain in public, visible areas.

- Children's classes may transition around the campus (i.e. to the playground), but for the first ten and last ten minutes of every class children will be in their respective classrooms.
 - When classes are not in their respective classrooms, a note will be placed on the door indicating where the children are in case of an emergency.
- *Discipline*
 - All caregivers are responsible for promoting a faithful, safe, and fun atmosphere in which children can learn, play, and interact with peers. This atmosphere should be maintained by preparing beforehand, proactively directing children towards acceptable activities, verbally encouraging positive behavior, and correcting/redirecting inappropriate behavior.
 - Misbehavior is defined as any action that disrespects others, disobeys caregivers, breaks HH Kids rules, prevents everyone else from learning, playing, and safely interacting with others, or otherwise prevents the environment from being safe and fun.
 - HHCM uses a "three-count system" to correct inappropriate behavior.
 - The three-count system is carried out as follows: If a child is misbehaving a caregiver will tell them how they are misbehaving and give them a "1". If the child continues to misbehave, a caregiver will tell them how they are misbehaving and give them a "2". If a child continues to misbehave, a caregiver will tell them how they are misbehaving, give them a "3," and the child will stay with the caregiver for the remainder of the HH Kids event. Any child who receives a three must take one week off from HH Kids events. The Children's Minister will also speak with their parents.
 - In conjunction with the three-count system, caregivers can correct children verbally, withhold a certain privilege or activity for a brief time, or separate a child from the group for a brief time (particularly if his behavior is endangering or upsetting other children) if misbehavior persists.
 - HH Kids has a **zero-tolerance policy** for acts of violence, bullying, threats, or other menacing behavior. If a child endangers others, their parent/guardian will be contacted immediately to take the child home.
 - Caregivers are **prohibited** from yelling at, spanking, or hitting a child. They may only discipline following the above policies. If behavior is uncontrollable or a child does not respond to the discipline measures above, caregivers must immediately contact the Children's Minister and the child's parents.
- *Physical Touch*
 - Side hugs, pats on the upper back, high-fives, and fist-bumps are considered appropriate forms of physical touch. Appropriate physical touch between caregivers and children is important for children's development and is encouraged.
 - Inappropriate physical touch (all forms of touching not listed above) are prohibited.
 - Physical touch should be for the benefit of the child, and never be based upon the emotional needs of a caregiver.

- Physical touch can only be given in observable places or in the presence of other caregivers.
- Physical touch should not give even the appearance of wrongdoing. The behavior of caregivers must always foster trust.
- Physical touch **will not** be forced on a reluctant child. A child's preference not to be touched must be respected.
- Caregivers are responsible for protecting children under their supervision from inappropriate or unwanted touch by others.
- Any inappropriate physical touch must be immediately reported to the Children's Minister.

- *Food and Drink Policy*

*One of the ways we protect children is to limit the food & drink allowed in classrooms.

*Foods containing any kind of nuts (especially peanuts) are **PROHIBITED** from all HH Kids areas/events. If any nut related foods are found in HHCM areas/events they will be immediately discarded. **No exceptions will be made to this rule.**

- Only **approved** snacks can enter classrooms or be served during HHCM events.
 - Plain cereal, pretzels, goldfish, and graham/animal crackers are HHCM approved snacks.
 - Water and fruit juice are approved beverages.
 - Parents, please note that approved food and beverages are regularly distributed to children in our ministry. If your child is allergic or has an issue with any of these items, please notify the Children's Minister.
 - Caregivers are prohibited from bringing food (coffee included) other than approved snacks into HH Kids spaces/events.
- Approved snacks are administered according to the following policies:
 - **Ages 0-11-Month-Olds:** We will feed the nursery babies at the request of a parent. Parents must provide clear instructions to the caregiver and all items needed to feed their child (NOTE, foods that are not on the approved snack list will **not** be given to children without prior approval from the Children's Minister). Parents who would like to feed their children while they are in our care should alert the caregiver that they are temporarily checking their child out of class. Parents are welcome to make use of the Nursing Moms Rooms or the high chairs in the fellowship hall in Bldg. D to feed their children.
 - **12 Months-Pre-K:** An approved HH Kids snack will be offered to the children in this age range. Caregivers may offer properly labeled sippy cups containing only water or fruit juice, as provided by the parents upon signing the child in.
 - **Kindergarten – 5th grade:** A snack is not guaranteed to children in this age range but may be given at the discretion of caregivers.
- If a child should not be given an approved snack, the parent must:
 - Verbally notify the class leader
 - Place a clear notice on the child's name sticker

- Note the nature of any allergies and how to contact them should a reaction occur.
- Caregivers must check each child's sticker before serving a snack.
 - If caregivers are unclear on allergy issues, no food should be given to the child without clarification from the parent/guardian. The caregiver must contact the parent/guardian to clarify.
- Caregivers are not allowed to treat serious medical issues such as allergic reactions (see Medical Care policy).
 - If a serious allergic reaction occurs parents will be contacted immediately.
 - Upon parental request, allergy information may be posted in the child's classroom.

Protective Rules and Safety Guidelines:

- *Well-Child Policy*

*To prevent the spread of communicable diseases among the children, HH Kids abides by the following Well-Child Policy. Caregivers possess the right to refuse admittance to a child with symptoms that violate the Well-Child Policy.

- A child **will not be allowed to participate** in any HHCM event when any of the following conditions exist:
 - Fever over 99.6, currently or within the last 24 hours.
 - Vomiting or diarrhea, currently or within the last 24 hours.
 - Colored discharge from the nose from the onset through one week.
 - Productive (wet) cough or croupy (barking) cough.
 - Sore throat.
 - Any unexplained rash, or open skin lesion.
 - Any skin infection — boils, ringworm, impetigo, etc.
 - Any eye infection or drainage.
 - Any communicable disease or infestation (such as lice).
 - Looks or acts unusually tired, pale, irritable or restless.
- Children with infectious diseases should be kept home until they are no longer contagious. If a child is exhibiting symptoms of illness such as those listed above, the parent/guardian should keep the child home until they have gone 24 hours symptom free.
- Caregivers will use gloves and proper hygiene procedures to change diapers, wipe noses, and handle blood spills.
- Hand washing or usage of anti-bacterial hand sanitizer must be a regular habit for both children and caregivers.
- Universal precautions are employed such that all human bodily fluids are treated as if they carry infectious diseases. This is not to imply that any children or caregivers in the nursery are carrying infectious diseases. By treating all bodily fluids as if they are infected, any infections or contaminants can always be avoided.

- Wash hands before and after any contact with bodily fluids, including wiping noses, changing diapers, cleaning vomit, and treating a blood spill.
 - Always wear disposable gloves when dealing with any bodily fluids.
 - Treat all soiled linen (i.e. sheets, clothing) as potential infectious agents.
 - Remove toys that children have mouthed from the general play area. Set them aside to be sanitized.
 - At the end of the session, disinfect all toys, tables, chairs, and cabinets with the provided cleaners and disinfectants. Then spray the room with disinfectant spray.
 - Parents of children who appear ill during a class will be contacted immediately to come and pick up their child.
- *Check-in and Checkout Process*
 - Any parent/guardian who would like their child to participate in a HH Kids event **is required** to check-in their child. Caregivers **will not admit** children who do not have a security tag.
 - Security tags grant HH Kids parental/guardian permission to act as the primary caregiver for children during the time they attend our events. Security tags also allow us to make sure children are dropped off and picked up by the appropriate adults.
 - Parents/guardians are responsible to make sure their child's security tag notes pertinent care instructions such as allergies or special needs.
 - To check a child out of a HH Kids event, parents/guardians **must present their security tag**. Children **will not be released** to anyone without a matching security tag. A caregiver will match the parent/guardian tag to the child's tag. If the tags do not match, the child will stay in the care of HH Kids until the Children's Minister has given approval for the child to be released.
 - Only adults (18 years or older) are allowed to pick up children.
 - If a parent/guardian forgets or loses their security tag, they must present their driver's license, or a government issued ID as proof of identity. In this situation, a church staff member or an Elder are the only ones allowed to release a child.
 - Furthermore, no child will be released until they identify (without duress) the adult as their ride home.
 - Out of respect for HH Kids caregivers, parents are encouraged to pick up their children immediately after the conclusion of HH Kids events.
 - If a child is not picked up within 10 minutes of the end of a HH Kids event, the Children's Minister will take children to the Welcome Desk in Building D for parent pick-up.
 - Children who are not picked up from their Bible Life Group (BLG) in Bldg. C by 10:45 am will be escorted with the rest of their BLG to Children's Worship in Bldg. D.

*Your child is responsible for being able to identify adults who can and cannot pick them up. If you have any concerns about your child's ability to do so, please contact the Children's Minister.

- *Diaper Change and Restroom Help*
 - Diaper Changing
 - Caregivers changing diapers must remain in clear sight of other caregivers while changing diapers.
 - Restroom Policy
 - Parents are asked to take their children to the restroom prior to signing them into a class.
 - A caregiver of the same gender as the child needing assistance may provide any restroom help. No adult should be alone in the restroom with a child. For accountability, children who require restroom assistance shall go with another child of the same age and sex. A female caregiver will accompany girls and a male caregiver will accompany boys. The caregiver will accompany the pair to the restroom and wait outside the closed bathroom door until the children are finished. If a child needs assistance, the adult may help, but is not allowed to be alone with a child. The caregiver must prop the bathroom door open with a door stop prior to entering the restroom. The other child should remain in the bathroom by the sink. Both children and the caregiver must wash their hands with soap and water.
 - Children who do not require assistance may go to the restroom on their own whenever the need occurs.

- *Transportation Guidelines*
 - Caregivers may from time to time provide transportation for children. The following guidelines will be observed when caregivers are involved in the transportation of children:
 - Children may not be given a ride without a signed permission slip from their parent/guardian. The permission form gives HH Kids permission to legally transport children and protects HH Kids from undo liability issues.
 - Children must be transported directly to their destination. Unauthorized stops (especially to non-public areas) are prohibited.
 - There must always be at least two adult caregivers in the vehicle. Under **NO** circumstances should a caregiver be alone with children in a vehicle.
 - Caregivers must avoid physical contact with children while in vehicles.
 - No cell phones may be utilized by the driver while operating a HHBC vehicle.
 - Per insurance policies, no drivers under age 25 may drive HHBC owned or rented vehicles.
 - Per Texas Law, only children who are 9 years old and older and taller than 4 foot 9 Inches will be transported via church transportation.

- *Off-site and/or Out-of-Town Event Guidelines*
 - All HH Kids events that occur off church property (e.g. camp) will be conducted in accordance with the CPP. The following points provide additional guidance for off-property events and will be enforced in addition to the rest of the CPP.

- The following are prohibited: Drugs, alcohol, tobacco, or providing these items to minors; sexually oriented or violent materials or providing these items to minors; profanity, crude language, racially degrading comments, or sexually suggestive jokes.
 - All chaperones must be adults (youth may assist but for off property events their aide does not contribute to keeping the proper caregiver to child ratio).
 - In discipline scenarios, if a child reaches a three, their parent/guardian will be immediately contacted and asked to come pick the child up from the event. Until a parent/guardian arrives, the child will be separated out from the other children.
 - In registering for the event, parents will have given consent for their child to be under the care of HH Kids for the duration of the off-property event.
 - If the off-property event is an overnight event, children will sleep in gender specific areas with a minimum of two adult caregivers of the same gender.
 - Restroom usage will occur per the restroom policy.
 - If bathing or changing clothes occurs, caregivers are **PROHIBITED** (except in the case of an emergency) from helping children clean themselves or change clothes.
 - Children are not allowed to leave the HHCM group without adult supervision and consent from the Children’s Minister.
- *Emergency Response Plan and Evacuation Procedures*
 - HH Kids follows an adapted version of the Standard Response Protocol (SRP) used by HCISD schools. The following is a general outline of how to respond to various emergency situations (for medical emergencies see “Medical Care” section). For a copy of the entire SRP and more detailed information on how the SRP is enacted at HHCM events, please contact the Children’s Minister.
 - One of four actions is taken in an emergency situation 1) Lockout 2) Lockdown 3) Evacuate 4) Shelter
 - Lockout occurs when there is a threat or hazard outside of a HHBC building. Upon alert from the Children’s Minister or security team, caregivers make sure all children are in the classroom. Then they lock the door. All other building doors are also locked. Caregivers continue class as normal while maintaining situational awareness. The Children’s Minister or security team will alert caregivers when the lockout is over.
 - Lockdown occurs when there is a threat of hazard inside of a HHBC building. Upon alert from the Children’s Minister or security team, caregivers make sure all children are in the classroom. Then caregivers lock the door, turn off the lights, and have all the children move out of sight remaining silent. Lockdown will end when a member of the security team or a first responder opens the classroom door.

- Evacuate occurs when a threat or hazard requires caregivers and children to leave a HHBC building/area (e.g. fire, flood, gas leak, etc.). Caregivers will escort children to the main parking lot until the Children's Minister, a member of the security team, or a first responder gives them the all clear to re-enter the building/area. In the event of rain or other poor weather during an evacuation, caregivers and children will move to the next safe building.
- Shelter occurs when a threat or hazard requires the need for personal protection (e.g. tornado). Caregivers will escort children to shelter locations as directed by the Children's Minister or security team.
- *Medical Care*
 - Caregivers are only allowed to use ice and Band-Aids to treat injuries.
 - All buildings are equipped with basic first aid kits. Caregivers should be familiar with their contents and uses.
 - **Caregivers are prohibited from giving any medication to a child (including medicine to counteract an allergic reaction).** If a child is injured beyond what a Band-Aid or ice pack can treat, parents/guardians will be notified immediately. Only parents or parentally- approved, medical professionals can administer medication.
 - In the event of life-threatening injury or illness, emergency medical services will be called then parents will be notified.
 - If a child requires regular medical attention it is the parent/guardian's responsibility to discuss treatment with the Children's Minister.
 - Please inform the Children's Minister if your child appears to have contracted an illness while attending a HH Kids event so that other parents may be notified if necessary.
 - Parents of children with special needs are encouraged to contact the Children's Minister if their child has specific care instructions.
 - Caregivers will complete an Accident Report Form for all injuries, whether major or minor.
- *Child Neglect and Abuse Response Plan*
 - HHBC takes the safety of children seriously. Therefore, children will be listened to and taken seriously if they tell a caregiver they have been abused.
 - Section 261.101 of Texas Family Code Law mandates that anyone who suspects or observes child neglect and/or abuse must report it immediately.
 - Neglect and abuse are defined as any act/situation where a child's physical or mental/emotional wellbeing are at risk (excluding accidents and reasonable discipline that does not expose a child to harm (e.g. spanking)). See section 261.101 for a detailed definition.
 - Anyone who reports will not be held liable in a civil or criminal lawsuit.
 - Anyone who fails to report is guilty of a Class A misdemeanor which is punishable by up to a year in prison or a \$4,000 fine.
 - To report neglect or abuse call the Texas Abuse Hotline (1-800-252-5400) which is open 24/7. Call 911 in the case of an emergency.

- In addition to reporting the suspected neglect or abuse to the authorities, all HH Kids caregivers must report the suspected neglect or abuse to the Children's Minister.
- If a caregiver perpetrates child neglect or abuse, the appropriate authorities will be contacted. Further, they will immediately be removed from all contact with children.

- *Guidelines for How the Church Handles Sexual Offenders Who Regularly Attend or Join HHBC*
 - A member of the security team will shadow known child abuse offenders at all times while they are on the HHBC campus.
 - Shadowing will begin the moment HHBC is made aware that a known offender is on campus.
 - The Children's Minister will contact the offender's parole officer (if he or she is still on parole) and the local prosecutor's office to find out the specific terms of the offender's probation and any other restrictions on their activity.
 - The Children's Minister will review court documents and other relevant documents to ascertain the extent of the offenders past offenses. This will be done so that HHBC can know all the details of the situation and respond appropriately.
 - If the offender regularly attends HHBC all parents will be notified so that they can determine how they want to protect their children.
 - Regular attendance is defined as coming consistently for more than three weeks.
 - Should the offender wish to join HHBC as a member the following steps will be taken:
 - The offender will meet with the entire Elder board.
 - The offender will sign a code of conduct stating that they will go through a background check, verify details about past abuses, allow the Elders to disclose pertinent information about their crimes to the HHBC membership, refrain from any activities with minors, be accompanied by a chaperone during all HHBC events, and consent to appropriate consequences should they violate the code of conduct.
 - Should a victim of the offender already be a HHBC member or become one in the future, the offender will agree in writing to prioritize the need of the abused (e.g. be willing to not attend certain events or even find a different church if the victim feels uncomfortable).

- *Duty-to-Warn Policy*
 - For the protection of children, no matter where they are, if an adult abuses a child at HHBC, the abuse will be reported to the appropriate authorities. Additionally, HHBC will alert any other church, school, business, or organization that the offender is affiliated with of the offender's criminal actions. Other groups are responsible to do with the warning as they see fit, but out of love for children, their families, and the offender HHBC will not make it easy for an offender to repeat his actions elsewhere.

Thank you for taking the time to read the HHBC Child Protection Policy! If you have any further questions, comments, or concerns, please contact the Children's Minister.

*Note:

A variety of child safety resources were used and consulted in the creation of this policy. For any works cited questions see the Children's Minister.

Statement of Acknowledgment and Agreement:

Please sign and return this last page to the Children's Minister.

I have received and read a full copy of these policies. I understand the importance of the matters within the manual. I agree to follow and abide by these policies during any event hosted at the HHBC facility or officially recognized ministry of HHBC (i.e. transporting minors, community groups, camps, retreats, etc.).

I understand that it is my responsibility to review new guidelines that are created and distributed. Policy changes will be communicated to all who serve. An updated policy manual will also be available on the church website.

I give my consent for Hays Hills to run a criminal background check on me in accord with this policy.

Child Protection Policy Violations

I understand that any person accused of committing an act prohibited in this CPP or acts in ways considered by the church to be harmful to a child will be immediately removed from serving in their role until reviewed by the Elders. An investigation by law enforcement or Child Protective agencies will additionally be conducted if necessary.

I understand that any person found to have committed these acts will be prohibited from future service in roles with minors or in roles that increase their access to minors at HHBC. If the person is a paid staff member, such conduct may also result in termination of employment from HHBC. Failure to report a violation to a ministry leader, elder, and/or law enforcement agencies is also grounds for a volunteer/staff to be removed from serving in their role.

I hereby acknowledge receipt of the Hays Hills Baptist Church Child Protection Policy.

Volunteer/Staff's name (please print)

Volunteer/Staff's signature

Date: _____