



GRACE LUTHERAN CHURCH

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Safe Child/Youth Best Practices

- **Supervision**

- Supervision should be constant, especially outdoors.
- There should be a minimum of two adults at all times supervising youth and children.
 - One adult must be 21 years or older
 - The second adult should be...
 - In the Nursery: at least 14 years old
 - For Youth Group activities: at least 4 years older than the youth
 - Whenever possible, there shall be one adult of each gender, especially for overnight events
- No unrelated adult or teenager will be with a youth or child alone at any time—an adult may be within earshot
 - 2 adults in the room with youth is best
 - 2 youth in the room (with one adult) is acceptable
 - 1 adult & 1 youth alone is highly discouraged, but if it must happen, it should only be in a public place
- Recommended ratio guidelines for adults:youth are as follows (keeping in mind the two adult minimum rule)
 - 0-5 years 1:5
 - 5-10 years 1:6
 - 10-14 years 1:8
 - 14-18 year 1:10
- Males and females should sleep in separate quarters. Where this is not possible, reasonable separation of space is required and appropriate adult supervision is constant.
- All adult chaperones/advisors should have a cell phone with them at all times, in case of emergency.

- **Screening & Training**

- Each volunteer should have (at least) a 6 month relationship with the congregation before serving as youth advisor/chaperone
- All adults (18 years and older) who work with children and youth will agree to a background check

- Information and consent forms should be updated every year
 - New background checks will be run at least every three years
 - The Pastor and a person designated by the Council will be responsible for the screening process
- Grace Lutheran Church will offer occasional “Safe Child” training sessions. All volunteers are encouraged to attend.
- Current First Aid & CPR certification is encouraged for all chaperones/advisors.
- **Transportation**
 - Proper age-appropriate restraints are to be used in all vehicles transporting children and youth.
 - No drivers under the age of 25 are to transport unrelated children and youth on behalf of the church.
 - All adults transporting children and youth will agree to a driving background check. They should have their current drivers license and vehicle insurance information on file in the church office.
- **Permissions**
 - No child or youth shall participate in an activity without parental permission.
 - At the beginning of each program year, an updated permission slip and medical information form will be filled out.
 - No photographs or other recordings of youth or children are to be used for web or print publication without the written consent of the parent(s).
 - Even when consent to publish images is given, church staff and volunteers will not attach youth/children names to images.