

Safe Sanctuaries Report

All churches must have and follow a written Safe Sanctuaries policy. **If you have revised your church policy since last year, submit it with this report.** Your policy MUST include all the elements listed. If it does not, please revise your policy to include the missing elements.

Church	Pastor(s) Name	Dates of Last Clearances	FBI – PA Child Abuse – PA State Police – Safe Sanctuaries –
Lay Person responsible for overseeing church’s Safe Sanctuaries policy with contact information:			
Street Address		E-mail	
City/State/Zip+4		Phone	
Layperson who serves as Safe Sanctuaries Coordinator (if different than Lay Person named above) to the church council with contact information			
Street Address		E-mail	
City/State/Zip+4		Phone	

Number of people from congregation who have had Safe Sanctuaries training within previous 5 years?		Date the latest written policy was accepted by church council	
Is your policy fully implemented?		Does your policy include all the procedures on p. 2?	
Attach a Copy of any new or revised policy			

Effective 01/01/20 ALL Safe Sanctuaries Training must be done through MinistrySafe available on <https://susumc.org/safe-sanctuaries/>

Mark all that apply	SCREENING
	Interviewing all paid staff and volunteers
	Applications for all paid staff and volunteers
	DHS, State Police clearance & FBI Fingerprint for PAID staff
	DHS, State Police clearance & Notarized statement/FBI Fingerprint for VOLUNTEERS per PA laws
	SUPERVISION
	Two (2) unrelated adults in each classroom OR a roving teacher
	Uncovered windows in doors and/or Open doors in all children’s classrooms
	No one under age 18 left alone with children Five (5) year age difference between at least 2 adults “in charge” and oldest eligible children/youth
	Provide training yearly on aspects of church’s Safe Sanctuaries Policy
	REPORTING
	A procedure for reporting abuse to authorities
	Procedures for informing the District Superintendent that a report has been made
	RESPONDING
	One (1) person designated as media spokesperson
	A procedure for assisting a victim of abuse
	A list of prospective abuse counselors
	A procedure for dealing with the alleged perpetrator and his/her family
	INTERNET SAFETY
	Permission to use photos on web
	Use and safeguards of photos
	Use of computers within the church
	Communication between adults and children/youth
	Appropriate Social Network Site

If any of the above procedures are not being used, explain:

Signature of Pastor

Date

Signature of Safe Sanctuaries Advocate

Date