

# **Christ Reformed Church**

## **Child Protection and Sexual Harassment Policy**

### **Statement of Purpose**

Christ Reformed Church is committed to creating and maintaining programs, facilities and a community in which members, friends, staff and volunteers can worship, learn and work together in an atmosphere free from misconduct towards minors and sexual harassment. It is the intention of the church to prevent behavior that is contrary to this policy and, if necessary, to discipline those persons who violate this policy.

### **Misconduct Towards Minors**

This policy prohibits all misconduct towards minors. (A minor is anyone under 18 years of age). It is not possible to itemize all conduct that is in violation of this policy. Misconduct towards minors includes but is not limited to:

- Deliberate assaults or molestation
- Undesired physical contact
- Any form of non-parental corporal punishment
- Sexually-oriented humor or language
- Providing or displaying pornographic media
- Causing a minor to engage in any sexual act
- Sexual advances or sexual activity of any kind between any person and a minor.
- Physical neglect of a minor, including failure to provide adequate supervision
- The consumption of or being under the influence of illegal or illicit drugs or abuse of alcohol while leading or participating in a function for minors.

### **Definition of Sexual Harassment**

Sexual harassment is sexual advances toward another person contrary to his or her wishes. It includes behavior directed at another person with the intent of intimidating, humiliating, and embarrassing the other person, or subjecting the person to public discrimination. Sexual harassment may include but not be limited to the following:

- Written contact or verbal contact, such as sexually suggestive or obscene letters, notes, emails, or invitations.
- Physical contact, such as intentional touching, pinching, brushing against another's body, impeding or blocking movement, assault, coercing sexual intercourse.
- Visual contact, such as leering or staring at another's body, gesturing or displaying sexually suggestive objects or pictures, cartoons, posters, or magazines.

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Unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature also constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term, condition or circumstance of instruction, employment, or participation in any church activity.
- Submission to or rejection of, such conduct by an individual is used as a basis for evaluation in making personnel or church-related decisions affecting an individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's performance or participation in church activities or creating an intimidating, hostile, or offensive work or church environment.

### **Reporting and Response**

The Staff Oversight Committee is responsible for overseeing this policy. The Consistory shall be responsible for investigating any reports and complaints of violations of this policy. Any complaint or report of a violation of this policy shall be submitted to any member of the Consistory. Any person who reports an incident shall submit an Incident Witness Report as attached in Exhibit 1. A copy of the form may be obtained from the adult leader of a minor activity, any Consistory member or any member of the Staff Oversight Committee.

To the extent possible, each incident that is reported will be promptly investigated with confidentiality, care and concern for all involved by the Consistory. The Consistory may designate a committee to perform the investigation. Any such committee shall consist of at least three people. No complaint shall be treated as frivolous. The Consistory shall conduct the investigation, as it deems appropriate. The investigation may include interviews with all concerned.

The Consistory shall determine the appropriate procedures for investigating each report or complaint as it deems appropriate. The procedures may include some or all of the following:

1. The Consistory receiving the initial report will be responsible for confirming the facts reported and the condition of the child or other victim on the same day on which the first report was made or as soon as practical.
2. As soon as practical, the Consistory shall see that the Child Protection/Sexual Harassment Incident Report is completed. A copy is attached to this policy as Exhibit 2.
3. Data concerning the child or other victim, name, address and other pertinent information will be obtained through discussions with the initial reporter and other staff members. The name and address of the person responsible for the care of the child, if available will be obtained.
4. Suspend any accused from the performance of duties involving minors until the investigation has been completed.

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5. Inform the victim and the victim's family of the steps that are being taken, and continue to keep them advised of the status of the investigations. If child abuse is confirmed, ask the victim and the victim's family what action they would like to take in the matter, and fully cooperate to address their request within the bounds of a legal and prudent response (Church legal counsel should assist in this determination).
6. In instances where child abuse is confirmed, the church should immediately dismiss the worker from that position. At the conclusion of the investigation the Consistory shall consider disciplinary action where appropriate.
7. In instances where the evidence is inconclusive, the church shall take whatever action or inaction it deems appropriate taking into account the desires of the parties involved.
8. The Consistory shall fully comply with the California Child Abuse and Neglect Reporting Act, found in Penal Code Section 11164-11174.3. As required by law, if there is a reasonable suspicion of child sexual abuse or neglect, one of the Pastors or the Clerk of Council must report the incident immediately by telephone to the Police Department or Sheriff Department, followed up by a written report within 36 hours.
9. Cooperate fully with law enforcement officials.
10. The church should also contact the insurance company to report the incident.
11. The Consistory may consider consulting with legal counsel.
12. The Consistory shall keep the congregation informed of the investigation with respect to matters which are not confidential, so that the congregation will hear about the investigation from within the church rather than from the news media.

The Consistory, upon reaching a conclusion, will notify the person filing the complaint, victim and the accused as appropriate. Christ Reformed Church will not engage in or tolerate retaliation against any person for making a good faith claim of misconduct or harassment or providing information relating to such complaints during an investigation.

#### **Written Application**

All pastors, elders, deacons, Sunday school teachers (including adult Sunday school teachers), church employees and independent contractors, and Gems and Cadets leaders and volunteers, nursery volunteers, and anyone who occasionally volunteers to work with youth shall be required to fill out a Child/Youth Worker Application form, a copy of which is attached as Exhibit 3. Minor volunteers are excluded from this requirement.

The Staff Oversight Committee shall verify the information provided and will conduct a minimum of two pastoral, personal, or professional reference checks on new staff members employed by the church as well as new volunteers involved in the Nursery, Gems and Cadets, children's Sunday School classes, overnight activity involving minors, counseling of minors, or one-on-one mentoring of minors. When available, reference checks will be conducted with organizations where the applicant worked or volunteered with minors in the past, for example other churches, scouts, etc. The references will be asked to reveal information about an applicant's personality, integrity and character.

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The Staff Oversight Committee will conduct a nationwide criminal background check on new church employees. Employees must provide a Social Security Number (SSN) on the Child/Youth Worker Application.

It is the responsibility of the Staff Oversight Committee to evaluate each application and resolve any irregularities. The Consistory shall review any application where that may be a conflict of interest by an individual in the Staff Oversight Committee. Each person subject to this application shall submit an application once only and updated whenever there are any changes in the individual's status.

Applications and any other personal information required by this policy shall be maintained onsite for a minimum of one year and will be destroyed at the discretion of the Staff Oversight Committee. Applications shall be maintained in a locked filing cabinet at the church. Keys for the filing cabinet shall be maintained by the chairman of the Staff Oversight committee, the Church Administrator and the Executive Committee. Should a breach in security be discovered, the Staff Oversight Committee will investigate to determine the cause of the breach of security, report their findings to the council and take steps to prevent the breach in the future. In addition, the Staff Oversight Committee shall determine who to notify in case of a breach of security. The committee shall consider notifying the civil authorities and individuals whose personal information has been compromised.

The church administrator shall maintain an updated list of persons who are approved to work with minors and a list of all persons whose personal information is maintained by the church.

### **Membership at Christ Reformed Church**

Unless otherwise noted in this policy, staff or volunteers shall have been a member at Christ Reformed Church for a minimum of 6 months prior to working with minors. This requirement may be waived by the Consistory after careful review. However, in no case shall the individual have attended the church less than 6 months.

### **Pastor Counseling Procedures**

Pastors are encouraged to counsel with members as necessary. It is difficult to devise a specific policy for all counseling situations. However, the following guidelines shall be observed whenever possible.

Room 304 at the church is designated for formal counseling sessions on campus. During the counseling sessions, the blinds shall be open and if possible the door shall be open. These guidelines shall be observed especially when counseling women and minor children with parent permission. Prior permission to counsel minor children may be granted by parents to cover a particular time period (i.e., a school year) for their child to receive counseling from a particular

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minister. The church administrator or a member of the consistory shall be present on the premises during counseling sessions for observation purposes. A more public place such as on the church grounds but discreetly away from people or a restaurant is an alternative at the discretion of the pastor for informal occasions.

#### **Elders and Deacons**

Any private meetings regarding church business with members or visitors shall be conducted with two or more office holders present.

#### **Nursery Procedures**

The nursery serves children up to 3½ years of age in Sunday school, up to 3 years during the worship service, and up to 6 years on Wednesday nights.

In order to serve in the Nursery, any volunteer shall (i) be a member of the church for at least one year, and (ii) received approval from the Staff Oversight Committee after submission of a Child/Youth Worker Application (Exhibit 3).

At least two non-related adults, one of which must be a woman, shall staff the nursery. Teenage volunteers shall be allowed to work in the Nursery, provided, that there are at least two adults that have been approved by the Staff Oversight Committee; provided, further, that the teenage volunteer is the son or daughter of a member of the church who has been a member of the church for at least one year, and the parent or guardian of the teenage volunteer has completed and signed a Parent/Guardian of a Minor Consent and Hold Harmless Form (Exhibit 4). During the hours of operation of the Nursery, the window blinds and the top half-door shall remain open at all times.

Children shall only be released to their parents unless prior written arrangements are made with the leader. Permission slips will be available for parents to sign, authorizing the release of the child(ren) to other adults.

Volunteers will not be permitted to change diapers unless the volunteer is the parent or guardian of the child that needs a diaper change. Parents of the child shall be summoned if necessary in order to change a diaper. If an older child must use the restroom, two adults, if possible, should be involved - one adult should assist the child as necessary and the other should monitor from outside. Restroom and stall doors should be left open. For child restroom needs, Nursery volunteers must take the child to the restroom immediately outside the Nursery and adjacent to the fellowship hall. Men and teen age volunteers should not be tasked with assisting children who need help using the toilet.

All suspicious behavior shall be reported to the Consistory who will immediately inform the Nursery Coordinator.

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The Nursery Coordinator shall be responsible for compliance with this section. This shall include verifying with the Staff Oversight Committee that all volunteers have submitted a Child/Youth Worker Application and have been approved by the Staff Oversight Committee. The Nursery Coordinator shall direct all new volunteers to the Staff Oversight Committee to obtain a Child/Youth Worker Application form.

### **Sunday School Procedures**

In order to serve as a Sunday school teacher, any volunteer shall be a member of the church for at least one year.

At a minimum all Sunday school classes shall be conducted in a room with a window with blinds open or the door shall remain open.

Each Sunday, a Deacon shall be designated to act as the Sunday school monitor and shall be responsible for randomly monitoring Sunday school activities including unannounced visits to the classroom. The Sunday school monitor shall be responsible to report all suspicious behavior to the Consistory who will immediately inform the Sunday School Superintendent.

The Sunday School Superintendent shall be responsible for compliance with this section. This shall include verifying with the Staff Oversight Committee that all volunteers have submitted a Child/Youth Worker Application (Exhibit 3) and been approved. The Sunday School Superintendent shall direct all new volunteers to the Staff Oversight Committee to obtain a Child/Youth Worker Application form.

### **Gems and Cadets**

In order to serve as a Gems and Cadets teacher, any volunteer shall be a member of the church for at least one year.

For all Gems and Cadets activities, a minimum of two non-related adults shall be present with children at all times. All activities of Gems and Cadets shall be conducted in highly visible locations and not in isolated parts of the facility.

All suspicious behavior shall be reported to the Consistory who shall immediately inform the Gems and Cadets leader.

At least one parent of a child shall be required to complete and sign a Parent/Guardian of a Minor Consent and Hold Harmless form and a Waiver and Consent of Parent and Authorization to Treat a Minor form on an annual basis. These completed forms shall be maintained on file with the church. A copy of the completed Waiver and Consent of Parent and Authorization to Treat a Minor form shall be taken on any field trip. Copies of these forms are attached as

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Exhibits 4 and 5.

Church Staff and volunteer directors will supervise all Gems and Cadets activities on an ongoing basis, and make unannounced visits into classes on the church site or other program sites when practical.

An identification system shall be adopted so that the adults who drop off a child are the same adults who pick up the child. Permission slips will be available for adults to sign, authorizing the release of the child(ren) to other adults.

The Gems and Cadets Leader shall be responsible for compliance with this section. This shall include verifying with the Staff Oversight Committee that all volunteers have submitted a Child/Youth Worker Application (Exhibit 3) and been approved. The Gems and Cadets Leader shall direct all new volunteers to the Staff Oversight Committee to obtain a Child/Youth Worker Application form.

### **Other Youth Activities**

For all other youth activities, a minimum of two non-related adults shall be present with children at all times. All youth activities shall be conducted in highly visible locations and not in isolated parts of the facility. All suspicious behavior shall be reported to the Consistory who shall immediately inform the youth activity leader.

At least one parent of a child shall be required to complete and sign a Parent/Guardian of a Minor Consent and Hold Harmless form and a Waiver and Consent of Parent and Authorization to Treat a Minor form on an annual basis. These completed forms shall be maintained on file with the church. A copy of the completed Parent Consent to Treat a Minor form shall be taken on any field trip. Copies of these forms are attached as Exhibits 4 and 5.

Church Staff and volunteer directors will supervise on an ongoing basis and make unannounced visits into classes on the church site or other program sites when practical.

The adult youth activity leader shall be responsible for compliance with this section. This shall include verifying with the Staff Oversight Committee that all volunteers have submitted a Child/Youth Worker Application (Exhibit 3) and been approved. The adult youth activity leader shall direct all new volunteers to the Staff Oversight Committee to obtain a Child/Youth Worker Application form.

### **Megan's Law Registrants**

This section applies to Megan's Law Registrants (Registrant) attending Christ Reformed Church of Anaheim. The policy is meant to supplement terms of parole and is intended to interact with other documents listed below.

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It is also intended to help ensure that the Registrant hears the Word of God proclaimed, partake of the Lord's Supper, and protect the congregation of the Lord.

The documents to be interacted with are Scripture, the Ecumenical Creeds, the Three Forms of Unity, the United Reformed Church of North America Church Order, and the Registrant's covenant with Christ Reformed Church of Anaheim. Failure to adhere to any of the documents listed here may result in the permanent prohibition of attending Christ Reformed Church of Anaheim.

Attendance at Christ Reformed Church of Anaheim shall be governed by the following:

1. All Registrants shall make themselves known to the Consistory before, or immediately upon, their arrival at Christ Reformed Church of Anaheim. Failure to do so may result in being barred from attending Christ Reformed Church of Anaheim.
2. When the presence of a Megan's Law Registrant is made known, the Consistory will, with wisdom and expediency, arrange an in-person interview with the Registrant, obtain personal references (e.g. previous pastor or chaplain), and be given contact information for his or her parole officer when applicable.
3. Further documents including, but not limited to, conditions of parole, police reports and court transcripts may be obtained by the Consistory for review.
4. The Registrant will not attend further services until given permission by the Consistory. The Consistory will determine if the Registrant may continue worshipping at Christ Reformed Church of Anaheim after review of the gathered information. If permission is granted, a covenant between the Registrant and Christ Reformed Church of Anaheim will be drafted and signed by the registrant agreeing to the conditions set in the covenant and the Christ Reformed Church of Anaheim Megan's Law Registrant policy.
5. The Registrant must be willing to publicly make him or herself known to the congregation of Christ Reformed Church. The Consistory will work diligently and with wisdom to determine the appropriate time to make the Registrant known to the congregation.
6. Registrants shall be limited to attending Sunday Morning Service under the following conditions.
  - a. Be escorted at all times while on church property by a Consistory approved chaperon. This includes, but is not limited to, being escorted to the arrival/departure location, sitting in the worship service, and using the bathroom facilities.
  - b. Arrange time for arrival and departure at the, "Arrival / Departure Location" as designated on Exhibit "A"
  - c. Registrant is prohibited from all areas of the Christ Reformed Church of Anaheim campus except the church, "Sanctuary" as shown in Exhibit "A"
  - d. Registrant will sit in the area designated by Consistory before worship begins, yet no earlier than the opening prelude, and exit after the last hymn concludes.

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- e. The chaperon will ensure that the Registrant leaves the campus upon exiting the sanctuary.
7. If the Registrant is going to be absent from Sunday morning worship, they shall contact a Consistory member before 9:00 am the day of service. Failure to do so may result in being barred from attending Christ Reformed Church of Anaheim.
8. Registrant shall be limited to the use of the church sanctuary and arrival / departure location. Access to any other facilities is prohibited.

Contact with church members shall be conducted as follows:

1. Contact shall be mediated or approved by Consistory
2. Alternately, contact may be initiated by the members themselves.
3. Registrant may contact chaperone by phone or electronic mail.
4. Registrants shall not:
  - a. Initiate contact with members in person, via phone, e-mail, or any other mode of communication
  - b. Possess or view a church directory
5. Contact with Consistory may be made in the following ways:
  - a. Electronic mail – [consistory@christreformed.org](mailto:consistory@christreformed.org)
  - b. Telephone
  - c. U.S. Postal – 900 S. Sunkist Street, Anaheim, CA, 92806

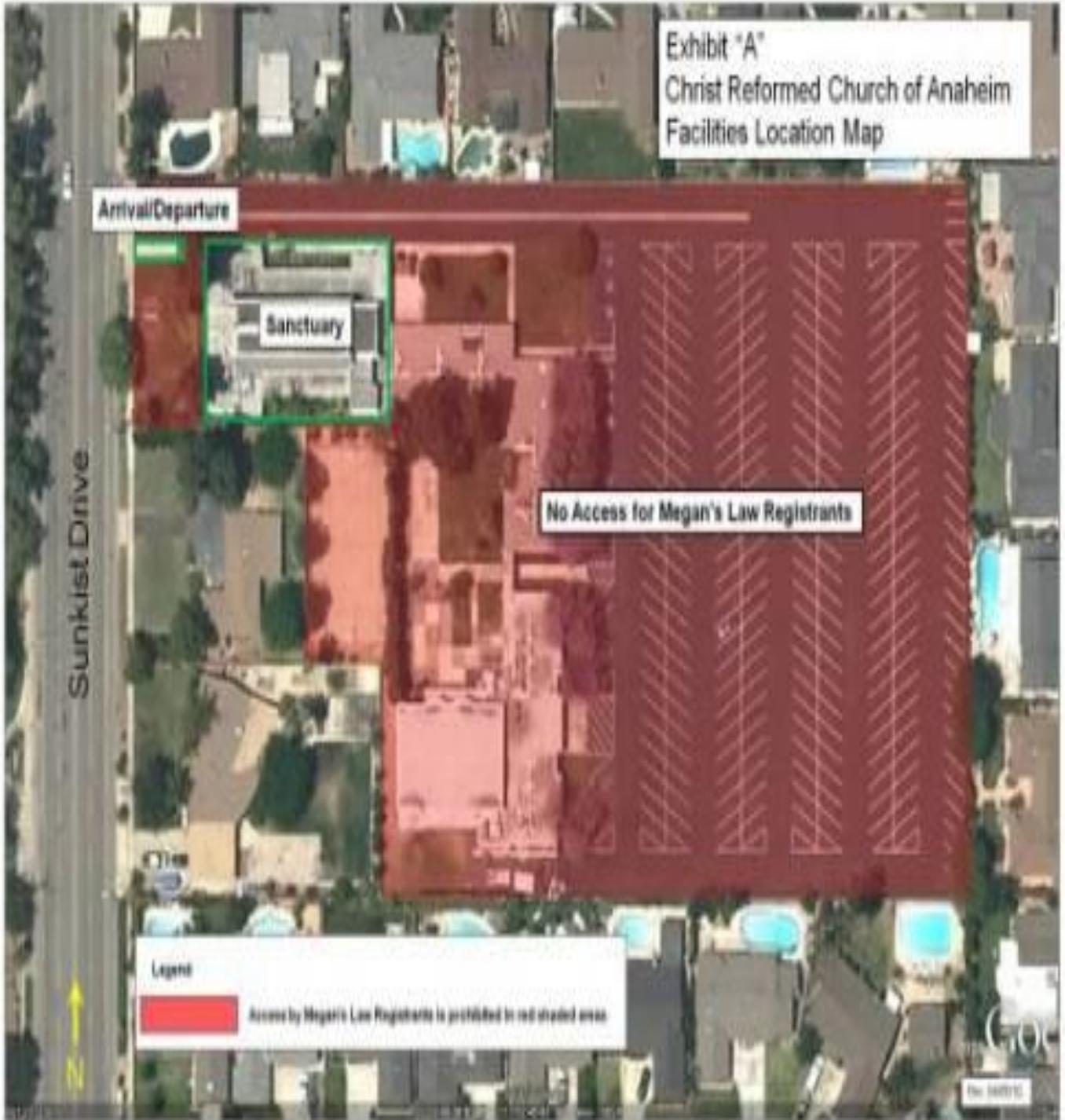
If benevolence is required by a Registrant the following shall govern the interactions:

1. The Registrant shall approach the Consistory and indicate that they (the Registrant) require benevolence. The Consistory will subsequently direct the Deaconate to the Registrant.
2. The Registrant shall not ask for benevolence from church members apart from contacting the Consistory.

The Registrant's failure to comply with this policy will result in notification of the proper authorities including but not limited to Consistory, Police, or Parole officer.

The Consistory reserves the right to limit the number of Megan's Law registrants in attendance at Christ Reformed Church of Anaheim. The Consistory also reserves the right to bar a Megan's Law Registrant from attending Christ Reformed Church of Anaheim.

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### **Training**

The Staff Oversight Committee will provide church staff and volunteers whose duties require direct contact with and supervision of children with training in the identification and reporting of child sexual abuse and neglect. Definitions of child “sexual abuse” and “neglect” are provided in the California Child Abuse and Neglect Reporting Act, Penal Code Section 11165-11174.3.

The training should include when and who submits the Incident Witness Report (Exhibit 1), the Child Protection/Sexual Harassment Incident Report (Exhibit 2), and the Report of Child Abuse or Neglect to Legal Authorities (Exhibit 6).

The Staff Oversight Committee will review the Child Protection/Sexual Harassment Policy with every new applicant and annually with all existing employees and volunteers.

### **Annual Reviews**

The Staff Oversight Committee shall review the terms of this policy on an annual basis and make any recommendations deemed necessary to the Council.

### **Insurance**

The church shall obtain a sufficient level of liability insurance coverage that would cover child abuse and sexual misconduct claims.

### **Communication of Policy**

The Staff Oversight Committee shall see that this Policy shall be given to and reviewed with the Council, all church employees, all independent contractors, all nursery volunteers, all Sunday school teachers, all Gems/Cadets volunteers, and all volunteers for youth activities. Each person shall be required to sign an Acknowledgement of Receipt of Child Protection/Sexual Harassment Policy, Exhibit 7, that they have received a copy of this policy, read it, and understand it.

The Congregation will be periodically informed of the existence and location of this policy.

An up-to-date copy of this policy will be available in the church bookstore and posted on the church website.



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**Exhibit 2  
CHILD PROTECTION/SEXUAL HARASSMENT INCIDENT REPORT**

Name of Preparer: (printed) \_\_\_\_\_

Is this an accident \_\_\_ incident allegation \_\_\_ other (specify) \_\_\_\_\_

Name(s) of child(ren)/youth: \_\_\_\_\_

How was the incident brought to your attention? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name(s) of adults witnessing or present during incident: \_\_\_\_\_

Person reporting the incident: \_\_\_\_\_

Date, time, and location of incident: \_\_\_\_\_

Description of the incident as reported or witnessed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did anyone else witness the event? If so, list names: \_\_\_\_\_

Were there visible injuries? \_\_\_\_\_ If yes, please list: \_\_\_\_\_

How were the injuries treated and by whom? \_\_\_\_\_  
\_\_\_\_\_

Were parents/guardians notified? \_\_\_ List the date/time: \_\_\_\_\_

Were any authorities notified? \_\_\_\_\_ Who? \_\_\_\_\_ When? \_\_\_\_\_

Was the insurance company notified? \_\_\_\_\_ When? \_\_\_\_\_

What other aspects or details do you need to include? \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Position: \_\_\_\_\_

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**Exhibit 3  
CHILD/YOUTH WORKER APPLICATION**

It is a goal of Christ Reformed Church to create a safe and secure environment for all children and workers who are involved in the activities of this church pursuant to the Church's Child Protection/ Sexual Harassment Policy. In support of this goal it is necessary to gather pertinent information from those who desire employment or offer volunteer services to our children and youth.

Full Legal Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Gender: M / F Race: \_\_\_\_\_

Social Security Number (Employees): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License: \_\_\_\_\_ Issuing State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Auto Insurance Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Other or Former Names: (AKA, Maiden Names, Married Names, Surnames, Etc.): \_\_\_\_\_

\_\_\_\_\_

Previous Address: \_\_\_\_\_

Current Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Personal References (Name):	Address:	Phone:
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_____	_____	_____
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_____	_____	_____
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_____	_____	_____
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Position applying/volunteering for: \_\_\_\_\_

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*Please respond to all questions that apply to the position you are applying/volunteering for:*

Current Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you ever worked with youth or children before? \_\_\_\_\_

List those places (Organization):	Contact Name:	Phone:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Is there any reason you should not work with children or youth? \_\_\_\_\_

*Please respond to the following:*

**I have never been convicted of, nor pled guilty or no contest to, a crime. (Exclude convictions that have been sealed, expunged or legally eradicated, misdemeanor convictions for which probation was completed and the case was dismissed, or offenses about which inquiry is not permissible in this state. Also exclude infractions such as traffic violations.)**

**True**

**Not True**

If not true, please briefly describe the nature of the crime(s), the date and place of conviction and the legal disposition of the case. The church will not deny a position to any applicant solely because the person has been convicted of a crime. The church, however, may consider the nature, date and circumstances of the offense, as well as whether the offense is relevant to the duties of the position applied for.

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**I have never been accused of, participated in, or been convicted of sexual misconduct.**

**True**

**Not True**

If not true, give a short explanation of the incident. (Please indicate the date, nature and place of the incident.)

**No civil lawsuit alleging actual or attempted sexual discrimination, harassment exploitation, or misconduct, physical abuse, or child abuse has ever resulted in a judgment being entered against me, been settled out of court, or been dismissed because the statute of limitations has expired.**

**True**

**Not True**

If not true, give a short explanation of the lawsuit. (Please indicate the date, nature and place of the incident leading to the lawsuit; where the lawsuit was filed; and the precise disposition of the lawsuit.)

**I have never terminated my employment, profession credentials, or service in a volunteer position, or had my employment, professional credentials or authorization to hold a volunteer position terminated for reasons relating to allegations of actual, or attempted sexual discrimination, harassment, or physical abuse, or child abuse.**

**True**

**Not True**

If not true, give a short explanation. (Please indicate the date of termination; name, address, and telephone number of employer or volunteer supervisor; and nature of the incident(s) leading to your termination.)

I hereby give permission to Christ Reformed Church and its agents to make a thorough investigation of my past employment and background and release from liability all persons, companies, or corporations supplying such information. I also release the church from any liability that might result from making such investigation. I understand that any false statements or implications made by me in this application or other required documentation shall be considered sufficient cause for discharge or denial of employment or voluntary service.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**Exhibit 4  
PARENT/GUARDIAN OF A MINOR CONSENT AND HOLD HARMLESS**

*(This form should be completed for each increased risk and offsite event and a copy should be taken on each trip.)*

Name of activity: \_\_\_\_\_ Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number (include area code): \_\_\_\_\_

I \_\_\_\_\_ being the parent or legal guardian of  
(Printed name of parent/guardian)

\_\_\_\_\_ have been informed of the above activity  
(Printed name of minor)

sponsored by Christ Reformed Church and hereby give my consent for my minor child to participate in this activity.

I understand that all reasonable safety precautions will be taken by the leaders of this activity, and that the possibility of an unforeseen hazard does exist. I further agree not to hold Christ Reformed Church its leaders, employees, and volunteer staff liable for damages, losses, diseases, or injuries incurred by the minor listed on this form. I also understand that my minor child is to be excluded from the following activities:

\_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_

Date signed: \_\_\_\_\_

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**Exhibit 5  
WAIVER AND CONSENT OF PARENT  
AND AUTHORIZATION TO TREAT A MINOR**

Date: \_\_\_\_\_

I (we) the undersigned parent(s), or legal guardian of \_\_\_\_\_, minor participant, do hereby authorize any leaders for Christ Reformed Church to authorize and consent any x-ray examinations, anesthetic, medical or surgical diagnosis rendered under the general or special supervision of any member of the medical staff and emergency room staff licensed under the provisions of the Medicine Practice Act or a Dentist licensed under the provisions of the Dental Practice Act and on the staff of any acute general hospital holding a current license to operate a hospital from the Department of Public Health.

It is understood that this authorization is given in advance of any specific diagnosis, treatment of hospital care being required but is given to provide authority and power to render care which the aforementioned physician in the exercise of his best judgment, may to rendering treatment to the patient, but that any of the above treatment will not be withheld if the undersigned cannot be reached.

Further, the undersigned agree that Christ Reformed Church, its agents, employees, successors, and affiliates shall be held harmless from any liability for damages to person or property to the minor named herein that might arise out of, enroute to, enroute from, while in residence, or as a result of any involvement or participation in activities sponsored by Christ Reformed Church.

In exchange for the privilege of participating in activities sponsored by Christ Reformed Church, I hereby indemnify and hold harmless Christ Reformed Church, and the employees and associate staff of Christ Reformed Church from any liability and expense incurred as a result of participation.

The following must be filled out completely and signed. No student is permitted on any activity without this form on file.

Student's Full Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Birth date: \_\_\_\_\_ Last Tetanus Toxoid Booster: \_\_\_\_\_

Please list all allergies to drugs or goods: \_\_\_\_\_

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Please list any and all special medications or pertinent information: \_\_\_\_\_

\_\_\_\_\_

Telephone/Cell phone numbers where parents/guardian may be reached:

\_\_\_\_\_  
Father's Home #

\_\_\_\_\_  
Father's Work #

\_\_\_\_\_  
Mother's Home #

\_\_\_\_\_  
Mother's Work #

Family Physician: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Insurance Co: \_\_\_\_\_ Policy #: \_\_\_\_\_

List any restrictions: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  
Signature of Father, Mother, or Legal Guardian, or participant if over 18 years of age

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

This waiver of liability will remain in effective through the duration of participation with Christ Reformed Church unless revoked in writing by the undersigned and delivered to the aforesaid agent.

*This form is to be completed and turned in to Christ Reformed Church, 900 South Sunkist Street, Anaheim, CA 92806 (714) 538-1057*

**Christ Reformed Church  
Child Protection and Sexual Harassment Policy**

**Exhibit 6  
REPORT OF CHILD ABUSE OR NEGLECT TO LEGAL AUTHORITIES**

**Mandated reporter:**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Pastor or Clerk of Council of Christ Reformed Church, 900 Sunkist Street, Anaheim, CA 92806,  
Telephone (714) 538-1057

**Information giving rise to the reasonable suspicion of child abuse or neglect:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Source or sources of this information:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Child suspected of abuse or neglect:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Present Location: \_\_\_\_\_  
School: \_\_\_\_\_ Grade: \_\_\_\_\_ Class: \_\_\_\_\_

**Parents/guardians of child:**

Names: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Person suspected of abuse or neglect of child:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Relevant Personal Information: \_\_\_\_\_  
\_\_\_\_\_

*The mandated reporter should make the report even if some of this information is not known or is uncertain to him or her.*

**Christ Reformed Church  
Child Protection and Sexual Harassment Policy**

**Exhibit 7  
ACKNOWLEDGEMENT OF RECEIPT OF  
CHILD PROTECTION/SEXUAL HARASSMENT POLICY**

I \_\_\_\_\_ hereby acknowledge  
(Printed Name)

I have received a copy of the Child Protection/Sexual Harassment Policy of Christ Reformed Church, read it, and understand it.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)