REDEMPTION
ANGLICAN CHURCH

Student Ministry Policies and Procedures

REDEMPTION
ANGLICAN CHURCH

STUDENT MINISTRY POLICIES

WELCOME

Welcome to Redemption Anglican Church!

At Redemption, we take our responsibility to respect and protect our youth very seriously. These guidelines are intended to facilitate a safe and nurturing environment in which youth can grow in relationship with Jesus Christ. The pages of this handbook provide a general overview of procedures and guidelines for volunteers and staff members providing services to youth from 6th through 12th grades at Redemption Church. Our policies are intended to create a safe environment for children and students, protecting students, you, and the mission of Redemption Anglican Church.

After you have carefully read these policies, please sign and return the agreement form located on the last page. If you have questions, please contact your ministry director.
Thank you for serving, loving and protecting our students.

Sincerely,
Fr. Alex Wilgus, Rector
Joseph Whitenton, Director of Youth

I. Overview of Redemption Student Safety System

Because we love students and desire to protect them, Redemption requires all staff members and volunteers working with children or students (and other vulnerable populations) to complete FOUR SAFETY STEPS before ministry work or volunteer placements begin.

STEP ONE: Sexual Abuse Awareness Training

Redemption policies and procedures require that staff members and volunteers avoid abusive behavior of any kind. Staff members and volunteers are required to report any policy violations to the Director of Youth and the Rector. Staff members and volunteers should have a basic understanding of the characteristics of sexual abusers and their behaviors in 'grooming' a child for sexual abuse. Grooming is the process used by an abuser to select a child, win the child's trust (and the trust of the child's parent or 'gatekeeper'), manipulate the child into sexual activity and keep the child from disclosing the abuse.

To equip Redemption staff members and volunteers with information necessary to recognize abuser characteristics and grooming behavior, Redemption requires all staff members and volunteers to complete MinistrySafe's Sexual Abuse Awareness Training (live or online at www.MinistrySafe.com). This training will be renewed every two years.

REDEMPTION
ANGLICAN CHURCH

STEP TWO: Screening Process
Staff members and volunteers are required to complete the Redemption Screening Process, which requires a staff member or volunteer* to:

-complete an Employment Application (employees only)
-complete the Volunteer Application (volunteers only)
-complete a face-to-face interview (employees and volunteers)
-provide references to be checked (employees and volunteers)

*a volunteer must attend Redemption for six months before being eligible to serve in volunteer positions providing access to children, students, or vulnerable populations.

STEP THREE: Policies & Procedures
Staff members and volunteers must review the policies in this manual and sign the last page indicating that they have read and understood the material and agree to comply with policy requirements.

STEP FOUR: Criminal Background Check
Redemption requires that all staff members and volunteers working or volunteering in children's or student activities or programming undergo a criminal background check. Depending upon position, differing levels of background checks may be required. Individuals who have committed sexually oriented or sex-related crimes may not serve in any area providing services to children or minors. In addition, certain other past criminal acts may preclude an applicant from serving minors.

II. ***Student Safety Policy***

ABUSE TOLERANCE
Redemption has a zero tolerance for abuse in ministry programs and ministry activities. It is the responsibility of every staff member and volunteer at Redemption to act in the best interest of all students in every program.

In the event that staff or volunteers observe any inappropriate behaviors (i.e., policy violations, neglectful supervision, poor role-modeling, etc.) or suspected abuse (physical, emotional, or sexual) it is their responsibility to immediately report their observations to the proper authorities which may include: the Director of Children's Ministry, the Director of Youth, the Rector, the Police Department, Child Protective Services, and any other appropriate agency.

REDEMPTION
ANGLICAN CHURCH

REPORTING SUSPICIOUS OR INAPPROPRIATE BEHAVIORS

In the state of Texas, all persons are mandated reporters. This means that anyone is responsible for reporting abuse immediately to the proper authorities. Here is the text of the law:

> Sec. 261.101. PERSONS REQUIRED TO REPORT; TIME TO REPORT. (a) A person having reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report...
>
> (c) The requirement to report under this section applies without exception to an individual whose personal communications may otherwise be privileged, including an attorney, a member of the clergy, a medical practitioner, a social worker, a mental health professional, an employee or member of a board that licenses or certifies a professional, and an employee of a clinic or health care facility that provides reproductive services.

Full text here.

At Redemption, we take steps to help you accomplish your legal responsibility in the context of the church.

Abuse and Neglect: What to look for[1]

Physical Abuse

Physical Abuse is physical injury that results in substantial harm to the child, or the genuine threat of substantial harm from physical injury to the child. The physical injury (ranging from minor bruises to severe fractures or death) can result from punching, beating, shaking, kicking, biting, throwing, stabbing, hitting, burning, choking, or otherwise harming a child. Such injury is considered abuse regardless of whether the caretaker intended to hurt the child.

Suspect Physical Abuse When You See:

- Frequent injuries such as bruises, cuts, black eyes, or burns without adequate explanations
- Frequent complaints of pain without obvious injury
- Burns or bruises in unusual patterns that may indicate the use of an instrument or human bite; cigarette burns on any part of the body
- Lack of reaction to pain
- Extreme fear of going home or seeing parents
- Injuries that appear after a child has not been seen for several days
- Unreasonable clothing that may hide injuries to arms or legs

1 Texas Department of Family and Protective Services. https://www.dfps.texas.gov/Child_Protection/Child_Safety/recognize_abuse.asp

REDEMPTION
ANGLICAN CHURCH

Neglect

Neglect is failure to provide for a child's basic needs necessary to sustain the life or health of the child, excluding failure caused primarily by financial inability unless relief services have been offered and refused.

Suspect Neglect When You See:

- *Obvious malnourishment*
- *Consistent concern for lack of personal hygiene that poses a health risk*
- *Stealing or begging for food*
- *Child unattended for long periods of time*
- *Unaddressed need for dental care or other medical attention*

Sexual Abuse

Sexual Abuse includes fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution or producing pornographic materials.

Suspect Sexual Abuse When You See:

- *Physical signs of sexually transmitted diseases*
- *Evidence of injury to the genital area*
- *Pregnancy in a young girl*
- *Difficulty in sitting or walking*
- *Extreme fear of being alone with adults of a certain sex*
- *Sexual comments, behaviors, or play beyond what is considered age-appropriate behavior*
- *Knowledge of sexual relations beyond what is expected for a child's age*
- *Sexual victimization of other children*

Emotional Abuse

Emotional Abuse is mental or emotional injury that results in an observable and material impairment in a child's growth, development, or psychological functioning. It includes extreme forms of punishment such as confining a child in a dark closet, habitual scapegoating, belittling, and rejecting treatment for a child.

Suspect Emotional Abuse When You See:

- Over compliance or low self-esteem caused by scapegoating or verbal abuse by caregivers
- Severe depression, anxiety, or aggression
- Lagging in physical, emotional, and intellectual development
- Caregiver who belittles the child, withholds love, and seems unconcerned about the child's problems

- Significant changes to behavior, such as withdrawal or over-aggression
- Significant changes to weight, such as substantial weight gain or weight loss.

HOW TO REPORT

For all suspicion of abuse or neglect, contact: Texas Department of Family and Protective Services

By phone: 1-800-252-5400

- Texas Abuse Hotline External Link: https://www.txabusehotline.org/

For emergencies or witness of criminal behavior, contact Law Enforcement

- Call 911

Information to Provide when Making a Report[2]:

- Provide as much identifying information (ex. name, date of birth or age, sex) and locating information (ex. address, phone number, school) of the child, child's parents or other persons responsible for the child's care as possible
- Include as much detail about the incident(s) or concern(s) as possible
- If the answer to a question is unknown, simply explain that it is unknown
- Any other information that the person making the report believes may be helpful
    - When reporting to DFPS, you must provide your first and last name and home or business phone number. There are no anonymous reports allowed. Your information is kept confidential by law.

INTERNAL REPORTS

Because Redemption is committed to providing a safe environment for children and students, we also ask that you fill out an internal report in addition to reporting to the state authorities. Give the report to the Youth Director or Rector.

DUAL REPORTS

Because many adults are unfamiliar with Texas reporting requirements and may be fearful of the process, Redemption utilizes a 'tandem or dual report' model if needed. A 'dual report' occurs when a Redemption supervisor reports the suspicion or allegation together with the individual who saw, heard or received information causing him or her to suspect abuse or neglect.

THIS PRACTICE IS NOT REQUIRED OR INTENDED TO INHIBIT ANY STAFF MEMBER OR VOLUNTEER FROM REPORTING TO LAW ENFORCEMENT, CPS OR THE ABUSE HOTLINE DIRECTLY. Instead, it is meant to facilitate reporting, protect children, and support individuals who may not feel able or willing to report alone.

2 MinistrySafe Guidelines https://ministrysafe.com/wp-content/uploads/2023/10/Texas-Child-Abuse-Reporting-Guide-DRAFT-10-1-2023.pdf

REDEMPTION
ANGLICAN CHURCH

NO PERMISSION IS NEEDED from Redemption before reporting to law enforcement personnel or the Child Abuse Hotline.

While not required by state law, please report all suspicions of child abuse or neglect (or any inappropriate or 'grooming' behaviors of a colleague or coworker) to the Director of Children's Ministry. This request is intended to assist the church in properly protecting children involved in Redemption programs.

When in doubt, report.

GROOMING

An element of the safe environment referenced above includes the fostering of a culture of reporting relevant information to the Director of Youth Ministry and the Rector. Because sexual abusers 'groom' children for abuse, it is possible a staff member or volunteer may witness behavior intended to 'groom' a child for sexual abuse (see MinistrySafe training video). Staff members and volunteers are asked to report 'grooming' behavior, any policy violations, or any suspicious behaviors to the Director of Youth Ministry and the Rector, filling out an Internal Report

III. Youth Ministry Monitoring Plan

BUILDING SAFETY

Every ministry supervisor is responsible for ensuring that the ministry program area is monitored during youth programming. No student will ever be left unattended in a ministry area during regular programming, class or activity. All students should be easily observable during regular programming, class or activity. These policies include Youth Meetings which take place in a public space.

SUPERVISION

Only screened ministry volunteers, church staff members, and students are allowed in areas where ministry to students is occurring. All other adults should be asked for identification and immediately escorted out of the area. If questions or concerns arise related to any person in the area, a ministry supervisor or security team member should be notified immediately. **Two trained, screened adults should supervise students at all times.** Avoid being alone with an individual student in any room or during any ministry program. If one supervising adult must leave a group of students, another volunteer or employee must be notified so that **the *Two Adult Rule*** can be followed.

If two individuals serving in a room are related to one another, a third unrelated volunteer or staff member must be present. If an unusual circumstance occurs and you find yourself alone with a single student, move to a room or building occupied by others, or to a location easily

observed by others. (Example: if a middle school student is the last in a class to be picked up by a parent, move to an adjoining room where other staff members or volunteers are present.)

If you need to talk with a student alone, do it in the hallway or a highly visible area, or have another leader with you. After every ministry event, ensure that every room, area and restroom is checked prior to leaving. Avoid distractions that would impact your ability to effectively supervise students and maintain situational awareness (i.e., use of cell phones, wearing headphones).

SECURITY

After every ministry programming event, ensure that every room, area and restroom is checked prior to leaving. All students must be accounted for before any Youth Ministry event concludes.

DRUGS AND ALCOHOL

All students are prohibited from the use, possession, or being under the influence of alcohol or any illegal drug while in any church facility, while traveling with other students, or while attending a church event.

Pastoral Interview: If a volunteer suspects a student might be under the influence of drugs or alcohol, that volunteer should immediately get help from the Director of Youth or other staff member. Do not make any accusations of illegal activity toward the student. The staff member will determine whether or not to proceed. Without clear proof, no accusation will be made but parents should still be notified of the conversation. Accusation of illegal activity should not be made without substantial physical or behavioral evidence.

Clear Evidence of Alcohol or Tobacco Use: If substantial evidence of tobacco or alcohol use is discovered in the pastoral interview by the Director of Youth, then the parents should be immediately contacted. The student will need to be immediately picked-up and removed from the church event. Depending on the severity of the substance use, law enforcement may be contact.

Clear Evidence of Illegal Substance Use: If a staff member or volunteer discovers clear, physical evidence that a student is using any illegal substance, the volunteer should first immediately call Law Enforcement (9-1-1) and the parents of the student. Then, they should report to the Director of Youth or any other present staff member.

Clear Evidence: “Clear evidence” may include but is not limited to a distinctive smell, extreme erratic behavior, drug paraphernalia such as a vaping device or a bong, or a confession from the student.

IV. Student Safety Measures

REDEMPTION
ANGLICAN CHURCH

STAFF MEMBER / VOLUNTEER TO STUDENT RATIO

Redemption Anglican Church is committed to providing appropriate supervision in all ministry programs. Accordingly, the following worker-to-student **minimum ratios** will be observed:

1 - 10 students	at least 2 staff members or volunteers (2 adult rule)
11 - 29 students	at least 2 staff members or volunteers
30+ students	at least 3 staff members or volunteers

Redemption Anglican Church practices the “Two Adult Rule” which requires a reasonable number of adult leaders (minimum of two) to be maintained when supervising students. A married couple or two family members would only account for “one” in this “Two Adult Rule”.

COMMUNICATING WITH FAMILIES

Parents have an open invitation to observe all programs and activities in which their student is involved. However, parents who desire to participate in or have continuous, ongoing contact with their student’s program will be required to complete the Redemption Anglican Church volunteer application and screening process.

Parental Contact

Parents will be contacted if a student becomes ill, injured, or has a severe disciplinary problem while participating in ministry programs.

V. Disciplinary Procedures

DISCIPLINE

No physical discipline may be used for behavior management of students, including spanking, slapping, pinching, hitting, biting or any other physical force as retaliation or correction for inappropriate behaviors.

In the event of a fight or physical altercation, verbally redirect those involved and avoid physical intervention unless necessary for the safety of *other* students. In these instances, staff members and leaders are allowed to restrain a student with appropriate physical force, as needed. Uncontrollable or unusual behavior should be reported immediately to parents and a Student Ministry Staff Member. Any behavior problems will be handled in the following sequence:

1. The student will be asked to correct the behavior.
2. A staff member will talk with the student to discuss the problem behavior.
3. Parents will be notified of discipline or behavior problems.
4. The student will not be allowed to attend a ministry event. (This is a final measure, but not desired.)

If a student is unruly or fails to comply with verbal warnings or instructions, that student will be asked to leave (if not endangered by doing so) or the student's parent will be contacted to pick up the student. Any damage of property will be reported to parents, who will be responsible for repairs, including damage incurred at off-campus ministry events.

NEVER…

- Never yell at a student
- Never grab a student
- Never threaten a student
- Never hit a student
- Never confront a parent in front of others.
- Never openly humiliate a student in front of the class

BULLYING

Verbal, physical or emotional bullying is not acceptable in Redemption Anglican Church ministry programs. At the first sign of bullying in any form, act decisively, and inform your ministry supervisor. There is no "harmless put-down" where bullying is concerned.

First Offense: Issue a warning to the student and a general reminder to the group that this kind of interaction is inappropriate. Try not to embarrass or chastise.

Second Offense: Pull the offending student(s) from the group (in a seen or supervised location) and discuss the inappropriate interaction or behavior. Set clear parameters and behavioral goals. Let the student know that the next step is communication with a pastor and the student's parents. Notify an immediate supervisor of ANY signs of bullying or verbal abuse. Privately, but with another adult present, confirm that a student who was the target of the bullying behaviors is not in danger of continued harassment and is physically and emotionally stable.

DO NOT SINGLE A STUDENT OUT IN FRONT OF THE GROUP: be discreet.

Third Offense: Send the student to a pastor for a phone call to his or her parents and possible removal from the trip, camp or event.

RESTROOM POLICIES

Redemption staff and volunteers may not enter restrooms with students even in public places. Stand outside the door and wait for students to finish. Staff and volunteers may need to use restrooms themselves at other times.

Be aware if a student repeatedly leaves to use the restroom and stays there for unusual periods of time. Do not enter the restroom with the student. Report this behavior to a staff supervisor. In public contexts, send students to use the restroom in groups of at least three, when possible.

REDEMPTION
ANGLICAN CHURCH

VI. EMPLOYEE / VOLUNTEER POLICIES

VERBAL INTERACTIONS

Verbal interactions between staff members or volunteers and students should be positive and uplifting. Redemption staff members and volunteers should strive to keep verbal interactions encouraging, constructive, and mindful of their mission of aiding parents in the spiritual growth and development of students.

To this end, staff members and volunteers should not talk to students in a way that is or could be construed by any reasonable observer as harsh, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. In addition, staff members and volunteers are expected to refrain from swearing and inappropriate humor in the presence of students.

SINGLE STUDENT INTERACTIONS

Meeting the emotional or spiritual needs of students may occasionally involve interaction on an individual basis. Please observe the following guidelines when interacting with minors:

The **Two Adult Rule** (see IV above) should be diligently followed during ministry programs: do not interact *alone* with an individual student in any room or building. In the event you find yourself alone with a single student, move to a room or area occupied by others, or to a location easily observed by others. One-to-one meetings with an individual student must occur at a time when others are present and where interactions can be easily observed. *Example:* If a student desires additional conversation after regular programming has concluded, move to an adjoining room where other staff members or volunteers are present, or into a public space.

If a closed-door meeting must occur, it should occur on church property, with a second adult present. The door must remain unlocked, and any window treatments *open.* Never hold a one-to-one meeting with a student who is the opposite gender. Any ongoing meetings with students (such as counseling, one-to-one discipleship, etc.) should be discussed with a Student Ministry Staff Member, and should comply with the Two Adult Rule OR occur in a public, easily observed location. Staff members and adult volunteer leaders may not date (or have *any* sort of romantic interaction with) students in the student ministry.

TOBACCO USE

Please abstain from the use or possession of tobacco products in church facilities, while in the presence of students or their parents, or during Redemption Church ministry activities or programs, whether on campus or away. Redemption Church is a tobacco-free facility.

INTOXICANTS

REDEMPTION
ANGLICAN CHURCH

Staff members and volunteers are prohibited from the use, possession, or being under the influence of alcohol or any illegal drug while in any church facility, while traveling with students, or while working with or supervising minors during any Redemption Church program or activity.

NUDITY

Never be nude in the presence of students in ministry programs. In the event a situation arises that may call for or contemplate the possibility of nudity (i.e. changing clothes during a pool party, weekend or overnight retreat, etc.), the staff member or volunteer leading the event will submit a plan to the ministry supervisor concerning arrangements for showering or changing clothes.

PHYSICAL APPEARANCE

Students, staff, and volunteers are to dress in modest, comfortable attire. Please do not wear thin-strapped shirts or low cut shirts while you are serving. First impressions are important; please take this into consideration when you are serving.

- No revealing swimsuits
- No revealing / form-fitting clothes
- No shirts with low necklines or that show midriff
- No short dresses, skirts or shorts

SEXUALLY ORIENTED CONVERSATIONS

Staff members and volunteers are prohibited from engaging in any sexually oriented conversations with students and are not permitted to discuss any inappropriate or explicit information about their own personal relationships, dating or sexual activities with any student in the program.

However, it is expected that from time to time student ministry discussions and lessons may address issues related to purity, dating, sex and human sexuality. These lessons will convey to the students the church's views on these topics in an appropriate manner that avoids explicit descriptions of body parts and sexual acts. Parents will be notified for upcoming teachings on gender and sexuality so that they can decide whether they want their student to attend.

Students may have questions/struggles in this area and desire to confide in a trusted adult leader for guidance. Proceed with great caution, teach with sensitivity and from a biblical perspective.

- Redemption staff and volunteers may not discuss anything of a sexual nature with students of the opposite gender. The Youth Pastor may speak to sexual topics in a large group, mixed setting, and then only to apply biblical guidance and only in an appropriate and non-explicit manner.

- If a student has questions or comments on a sexual matter that the leader deems too detailed or explicit in a group setting, volunteers and leaders should take the following steps:
    - First, use discretion and redirect the conversation back to appropriate speech.
    - Second, inform the student that you value their questions, and suggest setting up another time to meet with this student to talk about them.
    - Any follow up meeting must be organized by the Youth Pastor, who will organize trusted and screened leaders or pastors to help address the student's questions.
    - The Youth Pastor will inform parents and ask for their permission to meet and give them a summary of the student's questions.
    - Lastly, the Two Adult Rule will be followed in the meeting (as per the Single Student guidelines above) OR meet in a public, easily observed location allowed by the parents. Transportation guidelines and opposite gender guidelines will be followed.
- When in doubt as to whether a conversation could be interpreted as a "sexually oriented conversation," treat the conversation as such and follow this policy. When possible, clarify the question/topic with a Student Ministry Staff Member.

SEXUALLY ORIENTED MATERIALS
Sexually oriented materials (images or videos) are prohibited on church property or in the presence of students participating in any ministry program.

PHYSICAL INTERACTION / APPROPRIATE DISPLAYS OF AFFECTIONS
Appropriate touch is needed and encouraged, but it is vital that staff members and volunteer leaders do not blur or cross lines. In light of this, the following guidelines should be observed:

- Physical contact in any form should be above reproach, for the benefit of the student, and never based upon *your* emotional needs.
- Your personal behavior must foster trust at all times.
- Pat a hand, shoulder or back in an encouraging manner.
- Side hugs: in public view and kept brief. When hugging someone of the opposite gender, hugs must be limited to side-hugs.
- "High fives" and "fist bumps," and hand shakes are encouraged, unless this makes a student feel uncomfortable.
- Putting an arm around a student's shoulder for prayer or support must be kept brief, lasting a minute or less.
- Any inappropriate behavior or suspected abuse by a staff member or volunteer must be reported immediately both to the appropriate authorities (see 'How to Report' above) to the Director of Youth Ministry, and the Rector.

The following interactions are prohibited:

- A sexual relationship with a student is never acceptable.

- Never touch a student in sensitive areas (breasts, buttocks, genitals) even if a student has been injured in one of these areas. Never allow casual contact in these areas, under or over clothing.
- No sitting on laps.
- No hand-holding, unless part of a worship/prayer service or a group game.
- Never touch in anger or disgust.
- Never touch in a manner that may be construed as sexually suggestive.
- Never touch a student anywhere between the navel and the knees.
- Never carry a student piggy-back, or on your shoulders.
- Never kiss a student, or give (or receive) a massage.
- Never place hands beneath a student's clothing to play, rub, or comfort.
- Never tickle, participate in 'horse-play' or wrestle with a student.

Do not force physical contact, touch, or affection on a reluctant student, except in cases of necessary restraint for the protection of the child or others. A student's preference *not* to be touched must be respected. Physical contact and affection may only be given only in observable places or when in the presence of others. It is much less likely that touch will be misinterpreted when physical contact is open to observation.

VII. ELECTRONIC COMMUNICATION

All communication with students must be above reproach and indicative of healthy boundaries. As with any communication, the content of any electronic communication should be readily available to share with the student ministry leader or a parent.

TEXTING

Texting between ministry leaders and students is permissible only as outlined below. Texts to students initiated by Redemption staff or volunteers should occur in 'group' form, including other students, volunteers, parents, and/or staff. Though students may reply individually, make an effort to redirect replies into the group thread and encourage replies to the group. Prudent judgment must be used in the timing and content of texts. **Do not text before 7am or after 10pm** unless the texting occurs as part of a programmed ministry activity. Do not share photos and/or videos of a sexual or suggestive nature. Discussion of ANY sexual topic via texts is strictly prohibited.

Do not post inappropriate or off-color content, or comment on inappropriate or off-color posts. When in doubt, treat a post as inappropriate. **No social media or texting communication may occur between a staff member or volunteer with a single student or a group of students of the opposite gender.**

COMMUNICATION APPLICATIONS

It is permissible for the ministry to use applications that have messaging features (i.e., Instagram, Facebook Messenger) – from a ministry account. At least one other ministry leader

must have credentials to access the application and regularly review the messaging, comments and postings.

It is not permissible for ministry leaders to use personal accounts to direct message students. All group and direct messaging to/from students should be above reproach, available for supervisory access and originate from a ministry account – not a personal account. In the event a student direct messages a ministry leader's personal account, the ministry leader will transfer the thread to the ministry account for reply, if necessary. All students will be counseled to direct communication to the ministry account.

Do not engage in discussion of ANY sexual topic via social media. Do not comment or reply to a student's post that is inappropriate or questionable. All interaction should be above reproach and reflect the integrity and values of Redemption Anglican Church Student Ministry.

No individual social media or texting communication may occur with a student of the opposite gender.
The use of Snapchat (or other similar applications) with students is not permitted. The use of Houseparty (or other similar applications) with students is not permitted. Applications that allow anonymous messaging are not permissible.

'HOOK-UP' APPLICATIONS
Though the use of relationship applications are commonplace and acceptable, Ministry leaders are prohibited from participating in Meet & Date or Meet & Chat applications (those applications intended to facilitate sexual encounters).

PERSONAL SOCIAL MEDIA
As a ministry leader, maintain a high moral standard in your social media presence. Inappropriate social media content may be a basis for suspension from participation in student ministry at Redemption Church. Please be cautious about the content of the posts on your personal social media. Please ensure that photos or videos posted on social media reflect Redemption Anglican Church ministry guidelines related to alcohol, tobacco and modesty (dress, posture and content).

VIII. TRANSPORTATION

Staff members and volunteers may from time to time be in a position to provide transportation for students. The following guidelines should be strictly observed when ministry workers are involved in the transportation of students:

- Students should be transported directly to their destination. Unauthorized stops to a non-public place must be avoided.
- Avoid transportation circumstances that leave only *one student* in transport.
- Avoid physical contact with students while in vehicles.

- Absent an emergency, **cell phones may not be used by drivers** while transporting minors (other than navigation applications for directions). In an emergency, stop the vehicle to use the cell phone, unless a stop cannot safely occur. Texting or other cell phone use is strictly prohibited while driving.
- No drivers under age 25 may drive Redemption Anglican Church owned or rented vehicles.
- In transportation, the TWO ADULT RULE must be followed.
- Avoid transporting a single student.
- Never be alone in a vehicle with a student of the opposite sex.
- Never instruct a student to drive other students to a ministry event.
- Transport only the number of students for whom you have seatbelts.
- Seatbelts should be worn at all times while in the vehicle.
- No one should be double-buckled.
- Use extra caution when driving students.

IX. OUT-OF-PROGRAM CONTACT WITH STUDENTS

Redemption Anglican Church safety standards established to protect students and ensure healthy relationships should be respected *outside* ministry programs as well. In addition to ministry safety standards, the following policies should be respected in all interactions with students occurring *outside* ministry programs.

- Never be alone with a minor in an unobserved context or location.
- Limit connections by gender. Do not initiate or maintain contact with students of the opposite gender.
- Any dating or sexual relationship of any kind with a minor is strictly prohibited.
- **Never** spend the night at a student's home or invite a student to spend the night at your home.
- Do not spend the night in an 'away' location with any student (vacation, etc.).

PLANNING EVENTS FOR GROUPS

When planning a group event outside of regular programming, volunteer leaders should keep parents and staff members informed of details and abide by Redemption Church policies. Some events may require a release form.

OVERNIGHT EVENTS

Some Student Ministry activities/events require overnight sleeping arrangements for students, staff members and volunteers (i.e. camp, mission trips, etc.). All programmed overnights must be approved by a ministry supervisor and receive permission from parents. No overnights are allowed on Redemption Church property unless part of a ministry-sponsored event. No overnight between any church staff member or volunteer and an *unrelated* minor may occur in any context. If pre-existing family relationships exist wherein overnights may occur between 'family friends', these relationships must be communicated to a ministry supervisor.

REDEMPTION
ANGLICAN CHURCH

For each overnight event, Student Ministry staff must create a child safety plan that will supplement this policy document to provide specific child protection steps unique to the event (activity, travel, location, other groups present).

MEDICATION

Do not administer medication of any kind to any student while serving in ministry programs, including 'over the counter' drugs. For certain trips or activities (i.e., mission trips, beach/ski retreats), Redemption Anglican Church will bring a medical professional that will dispense appropriate medications consistent with other policies and signed parent permission forms.

REDEMPTION
ANGLICAN CHURCH

POLICIES AND PROCEDURES
STATEMENT OF ACKNOWLEDGMENT AND AGREEMENT

This page is to be signed, detached, and delivered to the Director of Youth

Staff members and volunteer leaders are required to read and understand this student safety policy. Additionally, each staff member and volunteer leader must execute an acknowledgment form that this policy has been read, understood, and will be followed. Staff members and volunteer leaders who fail to adhere to this policy may be asked to step down from their role.

I have received and read a copy of Redemption Anglican Church Student Ministry Policies and Procedures on the date listed below, and I understand the importance of the matters set forth herein. I understand and agree to abide by these policies during my service at Redemption Anglican Church.

I understand that these policies may be modified or eliminated at any time by Redemption Anglican Church.

While, ideally, I will serve in this ministry for the agreed term, I understand that I may choose to end this relationship at any time. If possible, I will provide two weeks' notice to my supervisor.

I further acknowledge and understand that the materials and guidelines contained in this manual in no way express or imply a contractual employment relationship between Redemption Anglican Church and me. If I am applying as a volunteer, I acknowledge and agree that I will receive no compensation for hours worked.

Finally, I understand that it is my responsibility to review new guidelines that are created and distributed.

_____

Staff member or volunteer's name (please print)

_____

Staff member or volunteer's signature

_____

Date