



City of Promise Volunteer BACKGROUND INVESTIGATION CONSENT

I, _____ (applicant complete name), hereby authorize City of Promise and/or its agents to make an independent investigation of my background, references, character, past employment, education, criminal, or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information, which may be material to my qualifications as a volunteer or for employment now, and if applicable, during the tenure of my volunteering or employment with City of Promise.

I release City of Promise and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims, or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

Full Name (Printed): _____

Maiden name or other names used: _____

Present street address: _____

How long? _____

City/State: _____ Zip: _____

Former street address: _____

How long? _____

City/State: _____ Zip: _____

Date of birth: _____ Social Security: _____

Driver's license: _____ State of license: _____

Signature _____ Date: _____

Promise Nation Youth Church

MINOR PARTICIPATION AUTHORIZATION AND CONSENT TO EMERGENCY MEDICAL TREATMENT FORM

I, the undersigned, certify that I am the parent or legal guardian of _____ (hereafter the "minor child").

I hereby give my consent to have my minor child participate in the following activity of **CITY OF PROMISE CHURCH**: Promise Nation Youth Church _____ (hereafter "the activity") on or about _____ year of, 2023.

I recognize that there are risks involved in participating in this activity and hereby assume all risk of injury, harm, damage, or death to my minor child in connection with his/her participation in this activity.

To the fullest extent permitted by law, I release **CITY OF PROMISE CHURCH**, its trustees, officers, directors, employees, agents and representatives from any injury, harm, damage or death which may occur to my minor child while participating in the activity and agree to save and hold harmless **CITY OF PROMISE CHURCH**, its trustees, officers, directors, employees, agents and representatives from any claims arising out of my minor child's participation in the activity.

Further, being the parent or legal guardian of the minor child, I do consent to any medical, surgical, x-ray, anesthetic, or dental treatment that may be deemed necessary for my minor child. I understand that efforts will be made to contact me prior to treatment but, in the event, I cannot be reached in an emergency, I give permission to the activity leader to make the decisions necessary for treatment. Should there be no activity leader available, I give permission to the attending physician to treat my minor child. As parent or legal guardian, I understand that I am responsible for the health care decisions of my minor child and agree that my insurance plan is the primary plan to pay for the medical, dental, or hospital care or treatment that is given to my minor child.

Executed this _____ day of _____, 2023.

Signature _____

Printed Name _____

Promise Nation Youth Church

SEXUAL MISCONDUCT POLICY

For the Protection of Children and Young People, we have established procedures to help provide a safe environment for the children and ministry workers of the City of Promise Church to better reflect our unwavering commitment to prevent sexual abuse

and protect all people from any form of sexual misconduct taking place within our ministry.

Sexual misconduct is behavior that degrades or diminishes the value of each human person, and thus is behavior inappropriate and unacceptable to those ministering or working in our church.

GENERAL POLICY STATEMENT

The City of Promise Church is committed to “Changing a Culture for Christ” with the responsibility to care for the spiritual, moral, and pastoral well-being of all God’s people. This ministry is built on a sacred trust that is shared by all the members.

If ever it is alleged or proven that this sacred trust has been broken or violated, those charged with the governance of the Church must respond in justice and with the mercy of God to protect and safeguard the rights of all.

Sexual misconduct, including sexual abuse, sexual exploitation, violation of sexual ethics, and sexual harassment, are serious breaches of this sacred trust and cannot be ignored without compromising the integrity of the church’s mission and causing grave damage to the whole Body of Christ. When any of these forms of sexual misconduct occur, the church must address the issue responsibly and promptly.

By recognizing that all people are susceptible to such breaches of trust, we can act to prevent sexual misconduct by educating those in leadership, instituting standards of behavior, and responding effectively to allegations of such misconduct in an atmosphere of listening, understanding, Christian love, mutual respect, and social justice.

This policy applies to, and governs the behavior of all church leadership, personnel, and volunteers. The policy is intended to prohibit all forms of sexual misconduct: abuse, exploitation, violation of ethics, and harassment. When this policy is violated, appropriate steps, consistent with civil and canon law, will be taken to respond promptly and correct the misconduct. In addition, if misconduct does occur, we will take any necessary steps to prevent the misconduct from reoccurring.

Our child safety policy reflects our commitment to provide protective care of all children, youth, and adult volunteers who participate in church sponsored activities.

- Adults who have been convicted of any child sexual or physical abuse should not volunteer service in any church sponsored activity or program for children.
- Volunteers working with children are required to have attended or been a

member of City of Promise Church for a minimum of six months, to successfully complete “Next Chapter” classes, to complete an application for Children’s work, and be interviewed.

- Volunteers should observe the “two adults” rule. This requires that adults are never alone with a child without an adult partner.
- Volunteers must immediately report any behaviors which seem abusive or inappropriate to their ministry leader.
- Volunteers who are minors must obtain parental permission for participation in this ministry.

Our child safety procedure includes:

A. Selection and Screening of Workers

- Volunteers working with children under the age of 18 should have attended or been a member City of Promise Church for a period of six months and to have successfully completed “Next Chapter Classes” classes prior to participation.
- Volunteers who work with children should complete an Application for Promise Nation Youth Ministry. This application will be updated annually via personal interview and a new application completed every 3-5 years.
- A personal interview shall be conducted with all new ministry workers either by a church staff member or ministry leader during which time background information is obtained with references and prior experience. References will be checked for each new volunteer. This information will be handled confidentially.
- Volunteers who have been convicted of or plead guilty to any child sexual or physical abuse offense is not permitted to work with children or in the Promise Nation youth ministry and will be redirected to a ministry which does not involve supervision of children.
- Volunteers who are minors must have parental permission to work in Promise Nation youth ministry.

B. Supervision of Workers

- All adults should observe the “two adults” rule in every classroom or activity involving the supervision of children. One of the adults needs to be at least 21 years of age. Exception to this would be childcare for meetings outside of Worship services. For other childcare situations the caregivers may be minors. However, there should be two caregivers at all times.
- Once children are in the supervision of the Promise Nation Youth Ministry they must remain until they are in the custody of their parents or legal guardians.
- For classroom doors that do not have windows, the doors shall remain open during class time or any-time children are in the room. Regular random checks may be made on all classrooms by a hall monitor, church, or ministry leader.
- When using bathroom facilities, 2 and 3-year-olds should leave the door open. All other ages can close the door, if children are alone. If adult assistance is needed, this will be done with the door open, and that adult must inform other adults in the room that they are needed to provide assistance.
- Elementary children must use the buddy system when walking to toilet facilities located away from the classroom or when running an errand.

C. Reporting Procedures

- If any volunteer observes questionable behavior by another worker or any violation of the aforementioned policies, that behavior and/or violation is to be immediately reported to their ministry leader.
- Any volunteer, while in the capacity of ministry at City of Promise Church, who knows or suspects that a child has any way suffered or faced a threat of physical or mental injury or disability by anyone, must immediately report that knowledge or suspicion to their ministry leader. Church leadership will then make a written or verbal report in the presence of witnesses to the necessary entities including; Child Protective Services, the Butler County Department of Human Services, the Fairfield Police Department, or the Butler County Sheriff's department.

I have carefully read and agree to follow and comply with the Policy and Procedures for Working with Promise Nation Youth Ministry at The City of Promise Church.

Date: _____ Signature: _____

Promise Nation Youth Church

APPLICATION FOR VOLUNTEER YOUTH MINISTRY

Please Print Clearly

Date of Application: _____

Volunteer Service Being Applied for:

Your Gifts and Interest: _____

Full Name:

Please provide, in full, any other names you have used:

Address:

Street	City	State	Zip
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Telephone: Home: _____ Work: _____

Social Security Number: ____/____/____ Birthdate: _____

Are you under 18 years of age? _____ If so, please state your age: _____

On which Worship services are you available to serve? _____

If employed, please provide us with the name, address and phone number of your employer: _____

Can you be contacted at work? () Yes () No If yes, work phone: _____

Can your employer be used as a reference? () Yes () No Contact: _____

Disciplinary and Legal Background

1. Have you ever been convicted of a criminal offense (felony or misdemeanor, except for minor traffic violations)? You will need to answer "yes" if you have entered into a plea agreement, including a deferred sentence or deferred judgment arrangement, in connection with a criminal charge. Yes No

If you have been convicted of such and offense, please attach a statement or explanation, including nature of the offense, date, court where conviction was entered, and any other relevant information. You do not need to disclose information contained in sealed or expunged records.

2. Have you ever been charged with a sexual offense, offense relating to children, or crime of violence? Yes No

If you have been charged with such and offense, please attach a statement or explanation, including nature of the offense charged, date, law enforcement agency making the charge, and any other relevant information. You do not need to disclose information contained in sealed or expunged records.

3. Have you ever been reported to a social services agency, law enforcement authority, child abuse registry, or similar organization regarding abuse or misconduct involving children? Yes No

4. Have you ever been subjected to expulsion, reprimand, or other discipline by a church, denomination or other religious organization? Yes No

5. Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment, or other immoral behavior or conduct, involving adults or children? Yes No

6. Have you ever been the subject of a complaint or disciplinary proceeding against a professional license or other license held by you, including but not limited to a license to provide childcare or similar services? Yes No

7. Have you ever been the subject of any disciplinary action, transfer, or dismissal, or been named as a defendant in a civil or criminal lawsuit, as a result of an accident or mishap involving children? Yes No

8. Have you ever been subject to any disciplinary action (including discharge) or investigation by a church, religious or other organization, or by an employer?
 Yes No

References

(Not employers or relatives—List at least 3)

Name _____ Address _____
Telephone _____ Relationship _____

Name _____ Address _____
Telephone _____ Relationship _____

Name _____ Address _____
Telephone _____ Relationship _____

Applicant's Statement

I affirm that all the answers and information I have provided on this application form are true and complete to the best of my knowledge. () Yes () No

Date: _____ Signature: _____