

In a large one room barracks-type setting it is understood that adults will reside in the same room with youth. In all cases the two non-related adult rule applies.

At any discussion with children or youth, the door of the room used must be open for the entire session and there must be two non-related adults present. Prior permission from a parent or guardian must be obtained before any counseling takes place.

### **Awareness and Training**

Churchwide awareness will be promoted through educational workshops and frequent training opportunities for employees, volunteers, and members of the congregation. Informational workshops will define sexual misconduct and sexual and physical abuse. Churchworkers will be trained to recognize symptoms of misconduct and abuse, familiarized with church policy and procedures, informed of the civil and criminal consequences of misconduct and abuse, and instructed in regard to proper reporting procedures.

Church policies and procedures and the rationales underlying them will be explained to the congregation. Congregation awareness will be raised through sermons, bulletin inserts, Sunday School lessons and activities, or other means. Informational sessions are especially important prior to the formal adoption of this implementation plan to ensure that the congregation can make an informed decision on each of its provisions. Instructors may look for guidance in *Reducing the Rise of Child Sexual Abuse Training Manual* (Klipowicz 1993) and other authoritative reference materials.

At a minimum, each current churchworker and each new churchworker henceforth will be required to attend a training course of not less than one hour in duration. Courses will be offered twice a year for new churchworkers. All previously trained churchworkers may attend as well.

All staff and volunteers will be trained on the Emergency Evacuation Plan that is on file in the church office.

### **Reporting**

Any incident of sexual misconduct or sexual or physical abuse observed by or reported to any employee or volunteer must be reported to the Senior Pastor and/or the Chairperson of the Staff Parish Committee. It is the intent of this document that both the Senior Pastor and the Chairperson shall be informed. Therefore, it is the responsibility of each officeholder (Senior Pastor and Chairperson) to inform the other as soon as possible after an allegation is received. Allegations involving clergy must be reported to the District Superintendent.

The Senior Pastor and Chairperson will document each incident, report each incident to the Tennessee Department of Children's Services and/or local law enforcement authorities, and maintain a log of all actions taken.

By Tennessee State Law (Tennessee Code Annotated), any person who knows or has reasonable cause to suspect that a minor has been sexually abused is required to report the suspected abuse to the Tennessee Department of Children's Services and/or local law enforcement authorities. When the previously established CUMC policies and procedures and this implementation plan have been approved by the Attorney