

Table of Contents

Policies and Procedures

| | |
|--|----|
| What is our purpose for having Child Protection Policies? | 3 |
| Why are these policies necessary? | 3 |
| Where do these policies apply? | 3 |
| Where <i>don't</i> these policies apply? | 3 |
| Who may serve in our Children's and Youth Ministries? | 4 |
| Who may <i>not</i> serve in our Children's and Youth Ministries? | 5 |
| Definitions of Terms | 6 |
| Organization Chart | 7 |
| Application and Screening Process | 8 |
| Procedures for Working in Children's Ministries | 9 |
| Procedures for Working in the Nursery | 11 |
| Procedures for Working in Youth Ministries | 13 |
| Guiding Children's Behavior | 15 |
| Responding to Allegations of Misconduct | 16 |
| Guidelines for Registered Sex Offenders Attending Church | 18 |

Applications and Forms

| | |
|--|----|
| Children's and Nursery Volunteer Application | 19 |
|--|----|



Child Protection Policies (CPP)

For the Children's and Youth Ministries
of Gainesville Presbyterian Church (PCA)



What is our purpose for having Child Protection Policies?

At Gainesville Presbyterian Church (GPC), we have been called above all else to love the Lord our God with our whole heart, mind, and strength and to love our neighbor as ourselves. This includes the children of our church, the adults of our church, and visitors who walk through our doors. Everything in this policy is designed to help us fulfill this highest calling. To this end, we have adopted self-imposed guidelines that create a safe and loving environment for the children of our church while also defining parameters for how we care for children *before* a problem arises. We believe that we have been called to exercise wisdom and prudence in the care of the children of our church. Our goal is for our children to be raised in the nurture and admonition of the Lord so everybody can glorify and enjoy our Lord Jesus Christ.

Why are these policies necessary?

Abuse of children is far more common than many people may realize, and predators often appear to be trustworthy and upstanding individuals who often intentionally target churches. It is important that we create an environment that eliminates opportunities for abuse while maximizing accountability of church members and volunteers. This is not only to protect our children, but also to guard the souls of people who may be struggling with temptations to sin, to protect adults against false allegations of misconduct, and to defend the name of Christ.

Where do these policies apply?

These policies apply to any activity that is formally sponsored by GPC in which adults and youth are working directly with children ages newborn to age 18. This includes the Nursery, Children's Sunday School, Children's Sermon, Youth Group, Youth Events (to include official and regular events held at a member's private home), Vacation Bible School (VBS), and Retreats.

Where *don't* these policies apply?

While church members and attendees are encouraged to participate in adult Bible studies and small groups that are held in the private homes of members, these events are considered para-church ministries. As such, any childcare provided is arranged by the host and/or parents as they would arrange any other form of babysitting. Therefore, although hosts and attendees are encouraged to exercise prudence and caution when children are present in their homes, they are not bound by the Child Protection Policies of GPC. In addition, these policies do not apply to non-GPC events held at the church building.

Who may serve in our Children's and Youth Ministries?

Approved Members of Gainesville Presbyterian Church (GPC) are invited and encouraged to work with the Children and Youth Ministries. To be approved, one must complete the following screening process:

- Be a member of Gainesville Presbyterian Church who has been attending for at least six months.
- Submit a "Children's Ministries Volunteer Application".
- Sign the Disclosure Agreement
- Complete a criminal records and sex offender background check.

Non-members who fall within the following exceptions:

Exception 1: Adults who do not anticipate establishing a permanent residence in the area (i.e. college students and missionaries), but are members of a PCA church,

Exception 2: Adults who do not anticipate establishing a permanent residence in the area (i.e. college students and missionaries) but are members of a gospel-believing church other than GPC and have been attending GPC for more than six months.

Exception 2: Adults who have been hired as employees of the church for the express purpose of providing childcare or assisting a child with special needs.

Exception 3: Adults who desire to serve at a **one-time** event (e.g. Vacation Bible School) and are members of a gospel-believing church other than GPC. This exception is not to be used for continual service in the children's ministries.

To serve, each non-member Exception must submit to the following process:

- Submit a "Children's Ministries Volunteer Application".
- Interview with the Commission for Exceptions (p. 6).
- Complete and Sign the Exception Agreement.
- Sign the Disclosure Agreement.
- Complete a criminal records and sex offender background check.

Once all the above requirements have been met, the Commission for Exceptions will decide on approval. If an applicant is approved, the applicant will receive "approved" or "limited approval" status, depending on where or how they will be serving. An "approved" status allows applicants to serve in any area of ministry with children. "limited approval" allows the volunteer to serve only in areas deemed appropriate.

Children of members of Gainesville Presbyterian Church who are between the ages of 12 and 17 years may serve with the Children's Ministries. Children ages 12 through 17 working with the children must be supervised by two approved adults. These children must be approved through the following screening process:

- Submit a "Children's Ministries Volunteer Application"

- Sign the disclosure agreement (only 15-17 year olds).

Upon turning 18 years of age, the child of a member will be considered a non-member for the purpose of volunteering and will be encouraged to join the church and to complete the screening process as required for adult members.

Children of members of Gainesville Presbyterian Church who are under the age of 12 years may serve alongside their parents as appropriate.

All Officers (Elders and Deacons), Paid Staff, and Children’s Ministries Overseers must complete a Disclosure Statement and a criminal background and sex offender check, whether they are volunteering with children or not.

Who may not serve in the Children’s and Youth Ministries?

Non-members may not serve unless one of the specified exceptions applies (see page 4). Non-members are encouraged to become members to volunteer on a regular basis within the church.

Unapproved members who have not completed the Child Protection process may not serve.

Ineligible persons having any pending accusation or conviction of a crime against a minor and/or sex offenses, or anyone deemed “ineligible” by the Session may not serve in the Children’s and Youth Ministries.

When was this policy created and approved?

This policy was drafted and approved by the GPC Session in August 2021. The latest version (v. 1.3) was amended and approved in February 2022.

Definitions of Terms

Approved Volunteer – A person who the Session has approved to work with children and youth based on the information obtained in the screening process.

Approved Caregiver – A person who is a child’s legal guardian or custodian.

Children’s Ministries Elder (CME) – A member of the Session who has been appointed with the additional duties of providing oversight and leadership to the Children’s Ministries of GPC.

Child Sexual Abuse – Any contact or interaction (visual, verbal, or psychological) between a person and a child/adolescent when the child/adolescent is being used for the sexual arousal, molestation, or gratification of the perpetrator or any other person.

Children’s Sermon Coordinator – A volunteer who has been appointed by the Session to provide scheduling and oversight for volunteers and operations for Children’s Sermon.

Commission for Exceptions – A commission which includes the Children’s Ministries Elder and at least one other officer of the church. This commission is tasked with interviewing and approving non-member exceptions.

Disclosure Statement – A paper or electronic form on which the volunteer responds to questions about prior convictions and pending accusations of crimes, previous complaints filed against them for child abuse and/or neglect, as well as questions concerning personal struggles with emotional and physical boundaries with children. The contents of this form must be reviewed by the Children’s Ministries Elder and/or the Session.

Ineligible – A status applied to a person who has been determined by the Session to be unqualified to work with children and youth based on the information obtained in the screening process or through other means.

Limited Approved Volunteer – A person who the Commission for Exceptions has approved to serve only in certain areas or capacities deemed appropriate.

Member – A person who has completed the Inquirer’s Class, been interviewed, and approved for membership by the Session, and who has taken the vows of membership before God to support the church in its worship and work.

National Criminal Records Background Check – A procedure used to check the background of volunteers for criminal activity.

Nursery Coordinator – An adult female member who has been appointed by the Session to provide scheduling and oversight for volunteers and operations in the nursery.

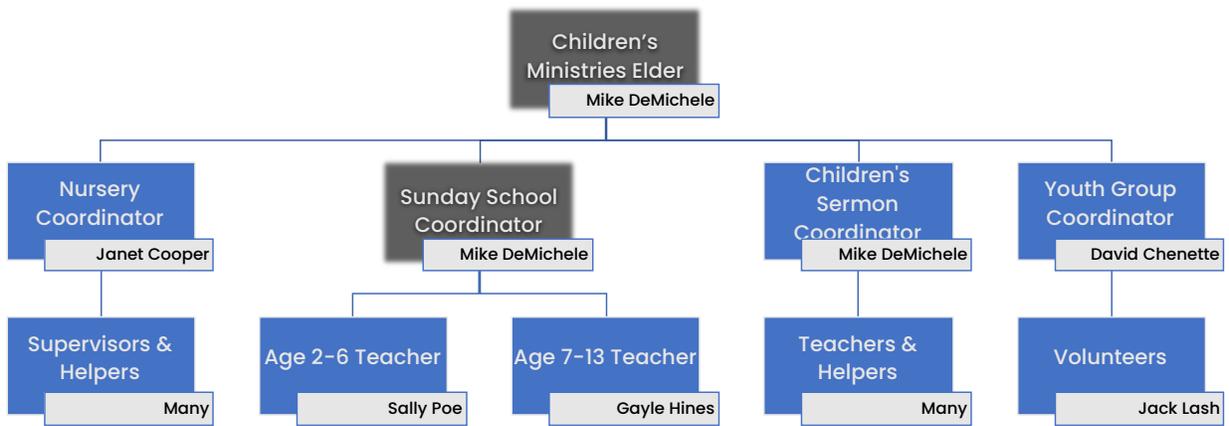
Provisionally Approved Volunteer – A volunteer who has completed the Children’s Ministries Volunteer Application, Disclosure Statement, and Criminal Records Background Check, received approval, but their reference letters have not yet been returned.

Sunday School Coordinator – A volunteer who has been appointed by the Session to provide scheduling and oversight for volunteers and operations for children’s Sunday School.

Unapproved Members – Members of GPC who have not completed the Child Protection process and screening and are therefore not approved to volunteer with the Children’s and Youth ministries.

Youth – Children 6th grade through 17 years of age.

Children’s Ministry Organization



Application & Screening Process

If a member wishes to volunteer to serve in the Children's and Youth Ministries or Nursery, they should first speak with the Children's Ministries Elder or the Coordinator for the ministry of choice. They should fill out and submit the Children's Ministries Volunteer Application and Disclosure Statement (either digitally or paper).

As part of the process of being approved for volunteering for the Children and Youth ministries, applicants will be required to complete the following items:

1. **Children's Ministries Volunteer Application** – A paper form that can be obtained from and returned to the church Secretaries or Children's Ministries Elder
2. **Disclosure Statement** - An electronic form on which the volunteer responds to questions about prior convictions and pending accusations of crimes, previous complaints filed against them for child abuse and/or neglect, as well as questions concerning personal struggles with emotional and physical boundaries with children. The contents of this form must be reviewed by the Children's Ministries Elder. In some instances, he may share information with the Session if he believes it is relevant for application consideration or church safety.
3. **National Criminal Records Background Check** - This check will require consent to perform the following:
 - a. National Criminal Database search
 - b. Nationwide Sex Offender search
 - c. Address Verification
 - d. Re-Verification of criminal records
 - e. Alias names
 - f. County or statewide criminal court search.
4. If the volunteer candidate is not a GPC member, the Church Secretary will forward their name/s to the Children's Ministries Elder for the Commission for Exceptions for approval or disapproval.
5. If approved by the Children's Ministries Elder or Commission for Exceptions, the Church Secretary will then contact the volunteer candidate to initiate a National Criminal Records Background Check. If the background check reveals pending or adjudicated criminal charges or any negative information, the report will be referred to the Session for approval/disapproval.
6. All approved volunteers must complete the mandatory online child safety training and any ad hoc refresher training required by the Session or Children's Ministries Elder.

Procedures for Working in Children's Ministries

To provide a safe and loving environment for our children, volunteers must comply with the following procedures when working with children newborn through 5th grade:

- **Two Adult Rule:** Two adults who have been approved through the entire Child Protection process and approved should always be present when ministering to children. In the nursery and early childhood classrooms, at least one of those adults must be a woman. If one adult must leave the room, a parent should be asked to stay until the other volunteer returns. No adult should ever be alone with a child behind closed doors. Children ages 12 through 17 working in a volunteer capacity must be supervised by two approved adults.
- **Temporary Measure for 2021-2022:** For Children's Sunday School, one teacher will be permitted per class and the classroom door will be left open. A hall monitor will be assigned to observe the classrooms during the Sunday School. This is intended to be an interim measure because of a current lack of volunteers.
- **Windows** of classroom doors should stay clear and not covered so that outside views are not blocked.
- **Bathroom Policy:**
 - For children younger than 1st grade: Children using the downstairs bathrooms adjacent to the nursery must be accompanied by an adult female who stays in the hallway (unless the adult is that child's parent). The door should be left ajar and the adult should wait outside the door. The adult should only enter if the child asks for assistance. If an adult must assist a child in the bathroom, the door will be left ajar, and another adult in the nursery will be notified. The side door of nursery will be left open during bathroom trips.
 - For children 1st through 5th grade: Children should use the "buddy system" so that as one child needs to use the bathroom, another child of the same gender accompanies him or her to the bathroom, waiting outside the bathroom while they use it.
- **Early Childhood Safety (Age 5 through 5th grade):**
 - No one other than scheduled approved volunteers, approved substitutes, and parents or parent-approved caregivers helping to settle their child, may enter the classrooms.
 - Children should always remain with their class other than when they are picked up by their caregivers or need to use the bathroom.

- **Children's Sermon**

- Two adult volunteers will supervise Children's Sermon during the worship service. Since children are dismissed directly from the service and return directly to the service, the children's sermon volunteers are responsible to ensure proper transitions to/from the classroom. One Children's Sermon volunteer will be posted in the narthex and the other will be posted in the hall at the classroom entrance to ensure the safety of the children during this transitional period.
- Temporary COVID seating protocol: Children who live in the same household may sit together but should have 6 feet of separation from children of other households. This temporary protocol remains in effect until the separation restriction is lifted in the upstairs sanctuary.

Procedures for Working in the Nursery

Nursery services are provided for children ages newborn through 4 years old. In addition to the procedures listed above in “*Procedures for Working in Children’s Ministries*”, the following procedures also apply to the nursery:

Nursery Coordinator:

- The Nursery Coordinator is an adult female member who has been appointed by the Session to provide scheduling and oversight for volunteers and operations in the nursery.
- Her responsibilities include:
 - Scheduling volunteers for the nursery
 - Determining whether the nursery will be open or not (depending on volunteer support).
 - Ensuring that Nursery Supervisors and Volunteers understand and are enforcing the policies and procedures of the Child Protection Policy.

Nursery Supervisor:

- A female Nursery Volunteer who is designated as the supervisor of the Nursery for a given shift. Any problems or breaches in policy will be reported to the Nursery Coordinator as soon as possible.

Nursery Safety:

- No one other than scheduled and approved volunteers (and parents or approved caregivers helping to settle their child) may enter the nursery.
- Married couples will not be permitted to serve together as the two nursery volunteers.
- Parents or approved caregivers should check their child in at the nursery check-in station and receive identification and pickup badges/stickers for each child upon arrival.
- If it is the child’s first time in the nursery, a Nursery Information Form must be filled out (emergency contact, allergy information, diaper information, etc).
- Identification badges/stickers must be checked and matched before a child is released to an adult at pickup. A parent may not send another adult to pick up their child or children in their place.
- A child must not be removed from the nursery room for any reason other than when he or she is picked up by an adult or approved caregiver or taken to the bathroom by approved volunteers (*See above Bathroom Policy on page 9*).
- Should the child exhibit any persistent disruptive or inappropriate behavior, the Parent/Guardian will be asked to take their child. Examples of inappropriate behavior include inappropriate touching, foul language, pestering, hitting, or pushing.

Diaper Changing: Diapers will only be changed within direct sight of the Nursery Supervisor on the diaper changing station. Volunteers will not walk away from a child on the changing table.

Snacks: A standard snack will be supplied in the nursery. A small cup containing a snack and/or water may be provided if the parent provided permission on the Nursery Information Sheet and the snack doesn't violate any allergies or dietary restrictions of the child.

Clean-Up: The volunteers working the nursery for a given shift are responsible for clean-up of any food, crumbs, and soiled diapers or surfaces before leaving the nursery.

Contacting a Parent or Approved Caregiver: If a child requires the presence of their parent or approved caregiver during the worship service, a volunteer will notify them by text message, pager, or Deacon/Usher. At no point will a nursery volunteer leave the nursery or violate the "Two Adult Rule" (See page 9).

Nursing Room: The nursing room that is adjacent to the nursery and is to be accessed and used only by mothers nursing their infants.

Nursery Closure: If there are no children requiring use of the nursery, the Nursery Coordinator reserves the right and authority to close the nursery except for use by parents or approved caregivers accompanying their own children.

Procedures for Working in Youth Ministries

To provide a safe and loving environment for our children, volunteers must comply with the following procedures when working with children 6th grade through 17 years of age:

- **Two Child Protection approved adults** should always be present during Sunday School, Bible Study, and all activities. If one adult must leave the room, a parent or other adult should be asked to stay until the other adult volunteer returns. No adult should ever be alone with a child behind closed doors.
- **Windows** of the classrooms should stay clear and uncovered so that outside views are not blocked.
- **Never be alone** with youth of the opposite sex.
- **One-on-One Time with Youth**
 - Adult volunteers are encouraged to make an effort to develop healthy one-on-one relationships with kids in the youth group. This must be done with great care and caution, and ALWAYS with the permission of the parent. When seeking to spend time one-on-one with a youth, volunteers must:
 - Alert the Children's Ministries Elder of the plans,
 - Drive directly to the destination and back, and
 - Meet in a public location.
- **Providing Transportation**
 - When driving, all traffic laws, and seat belt rules are to be obeyed.
 - Parental permission must be obtained prior to transporting a youth to any location.
 - Transportation will be directly to the destination.
 - Youth will not be allowed to drive a volunteer's car.
 - Youth are not to provide transportation for other youth without prior permission from both sets of parents.
 - Volunteers are never to be alone in a car with a youth of the opposite sex.
 - Volunteers may not provide transportation after midnight, unless it is a youth special event with prior approval.
- **Overnight Retreats and Events**
 - Volunteers will speak with the Children's Ministries Elder to gain permission to plan an overnight event.
 - Overnight events will have written details including the purpose of the event, when and where the event will take place, a list of approved leaders, and a list of participants.
 - Volunteers will provide details to parents.
 - Volunteers will obtain written permission from parents.

- Volunteers will not be traveling after midnight.
- **Movies and Entertainment**
 - Volunteers will use discernment when viewing movies with youth and will obtain approval from the Children's Ministries Elder.
 - Parents will be informed of any movie that will be viewed by the youth.
 - Words, thoughts, and actions need to reflect Christ. Youth workers must be careful concerning the activities in which they partake, and about which they discuss, including movies, social media, music, videos, video games, language, and posters.
- **Language & Humor**
 - Profanity will not be used by leaders or youth.
 - Humor is an important tool in the youth ministry, and should be seen as a means of making connections, engaging the minds of youth, and building relationships. Avoid all humor which is degrading for someone else, sexual in nature, or involves the harsh use of sarcasm. None of this is helpful for creating an environment of transparency and encouragement.
- **Counseling**
 - When in a counseling role with a youth, always protect confidentiality except in areas which demand parental involvement (such as sexual immorality, addictions, harm to self or others, eating disorders, etc.). When in doubt, consult the Children's Ministries Elder or a member of Session.
- **Reporting Behavior**
 - Any suspicious behavior or concerns regarding either a leader's behavior, or a child's well-being should be reported to the Children's Ministries Elder or a member of Session. The Session will, in turn, follow reporting procedures.

Guiding Children's Behavior

Part of shepherding the children that God has placed in our midst is discipline. Inevitably, there will be situations that arise when a child needs to be disciplined. The following guidelines have been adopted to direct children through the process:

- **Appropriate interactions and expectations** will reduce the incidence of behavior problems. Be mindful of the environment. Are children being “set-up” to misbehave? Sometimes, simple changes such as a change in the room structure can help steer the children towards appropriate behavior.
- **Make sure children know expectations for behavior.** Expectations need to be stated clearly and simply. *Example: “Right now we’re listening to the story. You need to sit here and look this way”.*
- **If inappropriate behavior occurs, state expectations and consequences.** *Example: “Blocks are for building, not throwing. If you throw the blocks again, you will not be allowed to use them”.*
- **Follow through with consequences.** Children will learn quickly that they need to obey when you follow through every time.
- **Observe the child's behavior.** What is causing the behavior? Are the child's needs being met? If so, is there a sin that needs to be addressed? *Example: During story time, a child continues to talk even though you have directed him to sit quietly. Is it an issue of disobedience, or has the story been extended beyond a practical amount of time?*
- **If an inappropriate behavior persists, you may need to separate the child from the group or situation for a quick time-out.** Time-outs should be one minute long for each year of the child's age (e.g. 4 minutes for a 4-year-old). A chair for a time-out should be placed in an unused area of the room, away from other children.
- **Communicate with parents** when they pick up their child if it was necessary to use a time-out or other discipline.
- **Bring them back to the gospel!** Why are they doing what they are doing? We are all sinners in need of the saving grace of God! Take this opportunity to share with the child (at their level) the fact that they are sinners in need of this grace. Then pray with them for forgiveness and a changed heart.
- **If the child's behavior does not change, have an adult find the parent.** The parent should take the child from the room for appropriate discipline. It is the discretion of the teacher whether the child may return to the class.
- **Remember to extend grace to the child.** It can be easy to let previous behaviors affect the current situation. Aren't we glad God doesn't do that with us? This is a great opportunity to example the love and forgiveness of our Lord.

Responding to Allegations of Misconduct

Reporting

Mandatory Reporters: All Gainesville Presbyterian Church officers, staff, and children/youth volunteers are “mandatory reporters”, obligated by the laws of Virginia to report suspected neglect or abuse of a child.

1. **Accusation is reported to the Pastor or an Elder.** Serious misconduct involving a minor should be reported to the Children’s Ministries Elder. He will then complete an Incident Report Form documenting the accusation.
2. **The Children’s Ministries Elder (CME) will report the accusation to Child Protective Services (CPS).** All conversations with CPS are to be documented on the same Incident Report Form.
3. **The Children’s Ministries Elder will be alerted as soon as possible. Parents will be notified at the discretion of the CME.**
4. **The accused is removed from working with minors.** This protects the child, as well as the reputation of the accused.
5. **The Children’s Ministries Elder will notify the Session.**
6. **An Elder will notify GPC’s attorney of the alleged offence.** The attorney will advise when and if the insurance company needs to be notified.
7. **Await the report from CPS as necessary.**
8. **Only Gainesville Presbyterian Church’s appointed media spokesperson will speak with the press.** This will be a church officer who is appointed by the Session after allegations of abuse have been made.

Shepherding

The church is committed to the shepherding of all those affected by an accusation. As soon as an accusation is made, the Session will seek to care for the alleged victim. After the accused has been interviewed by the legal authorities, the Session will seek to care for the accused.

Alleged victim making allegation of misconduct:

- **Concerning his or her parent(s):** Two Elders (one being the CME) and a woman counselor will meet with the alleged victim to clarify information.
- **Concerning someone other than his or her parent(s):** Two Elders (one being the CME) and the alleged victim’s parent(s) will meet together to clarify information. In addition, a woman counselor may be invited. At the discretion of the parents, the alleged victim may also attend this meeting.

A person other than the alleged victim making an allegation of misconduct:

- **Concerning the alleged victim's parent(s):** Two Elders (one being the CME) and a woman counselor will meet with the alleged victim to clarify information. In addition, the one making the allegation (if comfortable and willing) may accompany the Elders to this meeting.
- **Concerning someone other than the alleged victim's parent(s):** Two Elders (one being the CME) and the alleged victim's parent(s) will meet together to clarify information. In addition, a woman counselor may be invited. At the discretion of the parents, the alleged victim may also attend this meeting. In addition, the one making the allegation (if comfortable and willing) may accompany the Elders to this meeting.

Allegations Unsubstantiated by the CPS:

- After reviewing the matter, the Elders who are involved will seek to shepherd all parties through the reconciliation process.
- The one who was accused of misconduct may apply to work with minors at GPC.

Allegations Substantiated by the CPS:

- The matter will be referred to the Session to begin proper shepherding of the victim and the victim's family, the offender, and the church.
- The offender will be restricted from any contact with minors at GPC.
- The congregation will be informed of the status of the investigation as deemed appropriate by the Session.

If Questions persist regarding the allegation:

- The alleged offender will remain suspended from working with children and youth at GPC until a definitive conclusion has been made. The Session will continue to investigate the allegations until a clear conclusion can be reached.

Guidelines for Registered Sex Offenders Attending Church

It is the duty of the GPC Session and all officers to ensure that any members or guests who are registered sex offenders (RSOs) comply with all federal, state, and local laws as well as the regulations surrounding their probation. This is not only to safeguard the children of the church, but also to care for and minister to the offender and ensure he/she is protected from allegations. As such, the following policies and procedures will apply:

Unapproved Status

- All individuals convicted of a sex crime and will be designated as “Unapproved” to volunteer in the nursery, children’s ministries, and youth group. They will also not be permitted to attend youth or children’s activities.

Suspension

- All individuals accused of a sex crime will be suspended from volunteering with children and youth until they have been acquitted upon the conclusion of an investigation or trial by law enforcement and the civil authorities.

Chaperone

- All RSO’s will be accompanied by a designated chaperone while on church property (to include going to and from the bathroom).

Probation Officer

- The GPC Session and Diaconate will work closely with an RSO’s Probation Officer to ensure that the member/guest is complying with all terms of probation and federal, state, and local laws.

Background Checks

- All RSO’s will be required to consent to a background check. This is to ensure that church leadership has a full account of all prior convictions. RSOs will be required to undergo repeat background checks every three years.

Gainesville Presbyterian Church

Children's Ministries Volunteer Application

Mailing Address: PO Box 677, Gainesville, VA 20156 Phone: 703-754-8791 Email: sec@gpcweb.org

All information on this application will be kept confidential. If you have any questions about the application, please call or email. Please return the completed application and forms to the attention of Children's Ministries Elder.

Name _____ Phone _____

Street Address _____

City/State/Zip _____ Cell phone _____

Email _____ Work phone _____

Occupation _____ Date of Birth _____

Are you currently a member of a church? If so, where? (If not at GPC, please give a contact name and phone number of someone at your church.)

How long have you been coming to GPC? _____

If you are not a member of GPC, please attach a brief history, including how you came to know Jesus as your Lord and Savior.

Why do you want to be involved with the Children's Ministries?

What areas of the Children's Ministries are you interested in working? (Check one or more)

____ Nursery ____ Children's Church ____ Sunday School

____ GPC Retreat ____ Vacation Bible School

____ Other: _____

What experience do you have working with children?

What other ministry experience have you had in the last five years?

List any special children's ministry related skills you have (music, storytelling, crafts, etc.).

Any additional comments:

Please list two references below. Please include a mailing address and phone number/email. References should be people who can attest to your character and, if possible, have observed your behavior and interaction with children. Please only include references who are 18 or older and who are not members of your family.

Name: _____ Relationship: _____

Mailing Address:

Phone/Email: _____

Name: _____ Relationship: _____

Mailing Address:

Phone/Email: _____

I have read and agree to all Child Protection Policies and Children's Ministry Procedures. I am giving my authorization to Gainesville Presbyterian Church to verify the information on this form and to contact my references.

Name (please print)

Signature

Date

