



EPISCOPAL CHURCH IN CONNECTICUT
PARTICIPATING IN GOD'S MISSION

Safe Church: Creating a Healthy Environment for Children, Youth & Vulnerable Adults
Annual Safe Church Self-Audit
Congregations and Organizations

Audit Year: _____

Name of Congregation/Organization: _____

Address of Congregation/Organization: _____

City: _____ State: _____ Zip: _____

Policy Confirmation

- We have a Safe Church policy for the Protection of Children and Youth that is consistent with the Episcopal Church in Connecticut, which meets or exceeds that of the 2019 Model Policy, and is appropriate for our congregation or organization.

Date Adopted: _____ Date Reviewed: _____

- We have a Safe Church policy for the Protection of Vulnerable Adults that is consistent with the Episcopal Church in Connecticut, which meets or exceeds that of the 2019 Model Policy, and is appropriate for our congregation or organization.

Date Adopted: _____ Date Reviewed: _____

Screening of Ministry Leaders

- There is a well-understood process, in accordance with the above Screening and Training Protocols, which includes:

- A written application,
- A personal interview,
- Verification of personal references, and
- Public records check, updated every 5 years
- DMV checks for drivers, updated every 5 years
- Credit checks for Treasurers and Wardens, updated every 5 years

Individual records of these procedures are located _____

and _____ has access to them.

NOTES: _____

Training of Ministry Leaders

- All leaders, paid or volunteer, have completed the appropriate Safe Church training, according to the above Screening and Training protocols; and
- Certification of training is renewed every 3 years.

Records of completion of this training are located: _____

NOTES: _____

Safe Program Space

- There are always two or more unrelated adults present in ministry setting and events designed for children and youth.
- All program space whose primary use is for children and youth is visually accessible.
- Alcoholic beverages are not stored in publicly accessible areas of the church buildings.
- Publicly accessible computers with internet access are password protected and children and youth use church computers only with supervision.
- Keys to church spaces are limited to people who have met all requirements for screening and training.
- No one is denied the right, status, or access to an equal place in the life, worship, and governance of any program or activity because of race, color, ethnic origin, national origin, marital status, sex, sexual orientation, gender identity and expression, differing abilities, or socio-economic class.
- To the furthest extent possible, all spaces and settings for programs, activities, and ministry are accessible.

NOTES: _____

Responding to concerns and incidents

- There is a well-understood procedure for responding to concerns and/or incidents of the suspected abuse, neglect, or exploitation of children and youth, which includes
- Contact information for the local Child Protective Service,
 - Contact information for the appropriate person to report to in the Diocese, Congregation and/or Organization
 - Steps to take when you have concerns, and
 - Who to contact

Copies of these procedures are located: _____

NOTES: _____

- There is a well-understood procedure for responding to concerns and/or incidents of the suspected abuse, neglect, or exploitation of vulnerable adults, which includes
- Contact information for the local Department of Social Services (DSS) for elders,
 - Contact information for the local Department of Developmental Services (DDS) for adults with intellectual disabilities,
 - Contact information for the appropriate person to report to in the Diocese, Congregation and/or Organization
 - Steps to take when you have concerns, and
 - Who to contact

Copies of these procedures are located: _____

NOTES: _____

Program Documentation

- There is documented approval from the governing body, and individual parental approval for:
- All programs for children and youth that are hosted off-site,
 - Sexually explicit conversation or program content and
 - Screening of media rated PG-13 or above
- There is documented approval from the governing body for:
- All programs for adults that are hosted off-site

The following documents are on file for all programs involving children and youth:

- Registration forms,
- Media release forms,
- Medical authorization and release forms,
- General waiver & release and transportation permission forms for off-site programming, and
- Volunteer driver forms for those transporting children and youth

Records of these procedures are located: _____

NOTES: _____

The following documents are on file for all programs involving adults:

- General waiver and release forms (for offsite events)
- Media release forms,
- Medical authorization and release forms (for multiple-day event), and
- Volunteer driver forms for those transporting other adults

Records of these procedures are located: _____

NOTES: _____

Has your congregation fully complied with the Model Safe Church policies and practices over the past Year?

- Yes
 No

Please note it is understood that implementation of the new policies will take time. If there are areas where you are out of compliance, please identify them and, if needed, reach out to the ECCT Safe Church Administrator to assist you with this process.

Name of the person completing this form: _____

Date of Completion: _____