



## **Board Policy on CRE Safety**

UUCWI Board Policy

Approved 5/10/04

Applicable until revoked or amended

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### **Background:**

This document is for the purpose of outlining and describing the methods by which the Unitarian Universalist Congregation of Whidbey Island (UUCWI) will ensure safety for children in the Children's Religious Education (CRE) program.

This document is meant to guide and suggest methods of ensuring that all children who attend any CRE session will do so in a healthy and nurturing environment that is threat-free, and holds to the values of the Unitarian Universalist Principles as used in the We Believe curriculum.

### **Policy:**

Our policy is to do background checks on anyone working with children. The records shall be kept by the Board president.

For the intent of this policy, the definition and reporting of suspected child abuse shall be per Washington State Law, as defined in RCW 26.44.020.

1. All CRE personnel, whether paid staff or volunteers, shall adhere to the Code of Professional Practices as described in the Handbook for Liberal Religious Educators Association (LREDA). One copy of this handbook shall be reviewed by, and in the possession of the CRE leader during his or her tenure.
2. All CRE personnel, whether paid staff or volunteers, shall be required to pass the Washington State Patrol background check for Child/Adult Abuse per Information Act RCW 43.43.830-845.
  - a. The CRE committee chair shall conduct the background check.
  - b. A more comprehensive background check may be requested at the sole discretion of the church Board, CRE board member(s), or CRE director.
3. Reporting of suspected child abuse will be the responsibility of the minister, congregation chaplain, or CRE director, as defined in RCW 26.44.020.
  - a. The UUCWI Board president will be informed of suspected child abuse.
4. All parents/guardians will be required fill out medical information/consent forms as deemed appropriate.
  - a. (See attachment)

5. All parents/guardians will be required to fill out consent forms for any activity that would remove the children from church property such as field trips.
  - a. (See attachment)
6. No child may be included in any activity outside of the church property unless the appropriate consent form has been signed. Verbal consent will not be accepted.
  - a. (See attachment)
7. Parents/guardians will be asked to report to the CRE leader if their child/children have any special medical conditions that might pose a threat to themselves or others (such as infectious diseases or behavioral conditions).
  - a. (See attachment)
8. Safety issues such as fire, earthquake or any unforeseen emergency guidelines will be discussed with the children and may include safety drills nominally once a month. This will serve to reinforce not only what is learned in school or at home, but ensure that the children know how best to act safely if the situation arises while in class.
  - a. A First Aid Kit will be onsite and the CRE director will hold a valid First Aid and CPR endorsement.
9. All accidents or safety issues involving a child during CRE will be documented on an Accident Report Form and reported to the parents/guardians of the child.
  - a. (See attachment)
10. Serious instances of inappropriate behavior towards other children or the CRE leader by any child attending CRE will be documented and reported to the parents/guardians of the child for resolution. If the CRE leader and parents cannot resolve the issue, then, after discussion with the CRE committee, repeated behavioral problems will result in the documented behavior being reported to the UUCWI Board for action under the Disruptive Behavior Policy.