

Annual Safe Church Self-Audit for Congregations & Organizations

Diocese of Central New York

Safe Church, Safe Communities: Creating a Healthy Environment for Children, Youth, and Vulnerable Adults

Audit Year: _____

Policy Confirmation:

We have a policy for the Protection of Children and Youth, and a policy for the Protection Vulnerable Adults which meet or exceed the 2018 Model Policies and are appropriate for our congregation or organization.

Date policies were adopted: _____

Date of annual policy review: _____

If policies have not been adopted, include date of the vestry meeting where the policies will be adopted. Or, contact the diocesan office with questions you may have about preparing and adopting your policies. Date policies will be adopted: _____

We are currently in compliance with the Screening & Training Protocols listed in our Policies for the Protection of Children and Youth, and in our policy for the Protection of Vulnerable Adults.

Yes: _____

No: _____

If you answered no, please explain:

Where are individual records of compliance stored?

Who has access to the records?:

All leaders, paid or volunteer, have completed the appropriate Safe Church training, according to the Screening & Training Protocols in our policies:

Yes: _____

No: _____

If you answered no, please explain:

Certification of Safe Church training for leaders in our congregation or organization is renewed every 5 years.

Yes: _____

No: _____

If you answered no, please explain:

Safe Spaces - Please check all that apply:

___ There are always two or more unrelated adults present in ministry settings and events designed for children.

___ All program spaces 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.

If you did not check a box or boxes above, please explain why:

There is a well understood procedure for responding to concerns and/or incidents of the suspected abuse, neglect, or exploitation of children and youth. Please check the box for all that apply.

___ 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 someone has concerns, and who to contact

If you did not check a box or boxes above, please explain why:

Copies of the procedures are located:

Program Documentation - Please check all that apply:

___ 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 vulnerable 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.

_____ The following documents are on file for all programs involving vulnerable 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 vulnerable adults.

If you did not check a box or boxes above, please explain why:

Records of the above documentation are located:

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

Yes _____

No _____

If there are areas where your congregation or organization are out of compliance, please identify them and, if needed, reach out to the Safe Church Administrator to assist you with this process.

Name of person completing this form: _____

The information included in this form must be approved by the vestry. Please provide the date of the vestry meeting at which this information was approved, or will be approved: