



Address: 4109 103rd Ave SE Everett, WA 98258

Children & Youth Protection Policy

Our church desires to provide a safe, nurturing environment for the children, youth, and developmentally disabled persons attending our church and also provide an atmosphere that results in spiritual and personal growth.

As a result, The HOUSE, Lake Stevens has adopted the following Recruitment Policy which is designed: 1) to protect our children, youth and developmentally disabled from abusers and molesters; 2) to protect our volunteer and paid staff from false allegations; and 3) to protect our church from legal liability. It applies to all volunteers and paid staff, regardless of job responsibilities.

Recruitment Procedures for Volunteers and Paid Staff

For simplification and clarification purposes the terms “child” or “Children” will be used to encompass everyone who fits into the categories of “children, youth (under 18 years of age), and developmentally disabled persons.”

The following procedures will be followed in recruiting volunteer and staff for any position involving access to children, youth or developmentally disabled persons:

Persons interested in working or volunteering to work in children’s or youth program will submit their name to the appropriate department coordinator/director or Pastor.

Each interested person must complete a Volunteer Application

The appropriate department coordinator/director (i.e. children/youth pastor) will at his/her discretion check all references (personal and church) and record information.

A Request For National Criminal History Information (Child Abuse Information Act) will be made.

When all references have been checked, the department coordinator/director will interview the applicant. (In some cases, another approved person will interview the applicant.)

In the process of hiring staff, additional information regarding past work experience may be requested, and the interviewing process may be different according to position.

The department director/pastor will determine whether or not the person will be approved. A minimum of 3 months for attendance at The HOUSE, Lake Stevens is required.

The department coordinator/director will notify the applicant whether or not he/she has been approved to work/volunteer at the church.



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Note: All information on youth and children's volunteers or paid staff, or those involved with developmentally disabled persons, will be kept strictly confidential and only released as otherwise noted in this application. Records will be secure and kept locked.

Note: No Minor should be alone with one adult on the church's premises or in any sponsored activity unless in a counseling situation

Note: If a background check reveals a prior sexual misconduct-related offense, that person will be permanently ineligible to volunteer to work with minors.

Note: No adult is to be alone with one minor except in a counseling situation.

I fully understand that the above policy must be withheld to ensure the quality of care and safety of the children and youth of The HOUSE, Lake Stevens. I have read and agree to everything stated in the above policy.

Signature _____ Date _____



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Confidential Worker Application

To be obtained by all volunteers/employees working with minors under 18yrs of age

This application is being used to help the church provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

PERSONAL INFORMATION

Name _____

(Last)

(First)

(Middle)

Address _____

City _____ State _____ Zip _____

Phone () _____ () _____
Home Cell

Birth date _____ Anniversary _____

E-Mail _____

Social Security #: _____

Marital status: Married ____ Single ____ Engaged ____ Separated ____
Divorced ____ Remarried ____ Widowed ____

Have you any physical handicaps or conditions preventing you from performing certain types of activities relating to youth or children's work? ____ Yes ____ No. If Yes, please explain:

Have you ever been convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor? ____ Yes ____ No. If so, please explain:



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Do you currently use or have you been addicted to: ___ Alcohol; ___ Tobacco; ___ Illegal or Prescription drugs? If so, please explain:

CHURCH INVOLVEMENT

Do you attend The HOUSE, Lake Stevens church regularly?

List (name, address and pastor's name) other churches you have attended regularly during the past five years:

List all previous work involving children and youth (identify church and type of work):

List any gifts, callings, training, education, or other factors that have prepared you for children/youth work.



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2 PERSONAL REFERENCES

(not former employers or relatives)

Name _____ Telephone _____

Address _____

Name _____ Telephone _____

Address _____

I give permission for a National Criminal History Check to be made.

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information they may have regarding my character and fitness for children/youth work. I release all such references from liability for any damage that may result from furnishing such evaluations to you and I waive any right that I may have to inspect references provided on my behalf.

Should my application be accepted, I agree to be bound by the Constitution and Bylaws and policies of The HOUSE, Lake Stevens and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

Applicants Signature _____ Date _____

Witness _____ Date _____

Parents Signature _____ Date _____

(if applicant is under age 18)