

Template Letter to Parents

Dear parents of the children's and youth ministries,

Thank you for entrusting us with the opportunity to serve your kids. In Mark 9:42, Jesus makes it clear that children are especially important, and that we have a unique stewardship to care for them and ensure their safety. We don't take that responsibility lightly; we attempt everything we can to create a safe and fun environment for your children to learn about Jesus when they come to church.

In our ministry, every staff member and volunteer who works with kids has gone through a screening process, including interviews, reference checks and a background check for adults. They also participate in training on topics related to child safety, including signs of abuse, reporting protocols, health and hygiene guidelines, and extra-ministry contact with your child. In addition, staff and volunteers are expected to abide by a code of conduct, which includes aspects of personal character and mandates they always have your children's best interest in mind when they interact in the ministry.

Some of our policies and procedures related to child safety include:

- In our children's ministry, 5th grade and below, access to children is only granted with our permission.

- We follow the "two-adult rule." An adult is never to be alone with a child.
- There is a zero-tolerance policy for child sexual abuse in our ministry. We do not allow anyone to work with children who has admitted to, had a finding of or been convicted of child sexual abuse.

- We recognize abuse comes in various forms; we make every effort to prevent bullying, promote inclusion and encourage kind, respectful language. If you would like to see our complete *Children's Ministry Handbook*, containing all policies and procedures, just email our children's ministry director.

It is our goal to always maintain an open line of communication with you. If you ever see or hear of a problem, or are worried a church policy is not being followed, please contact us immediately so we can assess and fix the situation. Your child's safety is our priority; so please let us know your concerns. We will do our best to lovingly correct our volunteers and staff if they have broken a policy.

Thank you for letting us partner with you to encourage and love your kids!