

**Called
to Right
Relationship**

**Compliance
with
Standards
for Ministry
with
Minors
and
Dependent
Adults**



Compliance with Standards for Ministry with Minors and Dependent Adults

Each congregation is required to conduct a Safe Church Self-Audit annually to confirm compliance with diocesan safe church policies within the congregation. A copy will be returned to the diocesan office along with the annual parochial report. The *Congregational Safe Church Self-Audit* may be [downloaded here](#).

Procedures to be confirmed by audit will include (but are not limited to):

- application forms and relevant records for screening and verification of volunteers and paid employees (a *Volunteer Application* form may be [downloaded here](#));
- background and reference checking procedures;
- individual records of compliance with relevant diocesan “safe church” training requirements via www.shieldthevulnerable.org;
- individual records of compliance with diocesan training for eucharistic visitors.
- incident reporting procedures (*Incident Report* form may be [downloaded here](#).)
- diocesan and site-specific behavior signed by all staff and volunteers covered by their provisions; and
- evidence of compliance with “safe space” requirements.

Procedures

Congregations may adopt local safe church procedures that are consistent with and/or exceed the requirements in this policy. Site-specific variations from diocesan policies — where permitted — should be described in detail and should include the circumstances under which those variations should be permitted, be approved by the vestry or bishop’s committee, and returned to the diocesan office.

Congregational safe church policies should be posted in areas where activities for children, minor youth and/or dependent adults take place, and should be given to parents, guardians and all paid persons and volunteers whose ministries include contact with minors and dependent adults.

Congregational policies should include the names and phone numbers of the rector/vicar or priest, senior warden, and contact person in the bishop’s office, and outline the procedures for reporting incidents or suspected policy violations. *Incident Report forms* and *Confidential Notice of Concern forms* should be readily accessible.