

St. Andrew's Episcopal Church Standards of Behavior Children and Youth Activities

These Standards apply to all St. Andrew's sponsored Children and Youth Ministry programs and events. For the purposes of this document, youth is understood to be any person under the age of 18. Adult is understood to mean any person 18 years of age or older.

1. **FORMS.** All participants or staff of any age must complete a registration form and permission slips as applicable.
2. **ADULT LEADERS.** (Advisors, chaperones, counselors, program leaders, chaplains) must be at least 18 years of age and at least two years older than the oldest eligible youth participant. No youth event at St. Andrew's shall have fewer than two adults on the premises.
3. **ATTENDANCE.** All participants must remain at the event in its entirety. Late arrivals and early dismissal must be with parental permission and arranged with the event coordinator.
4. **DISCRIMINATION.** We will abide by the Diocesan Affirmative Action Policy.
5. **SMOKING.** There shall be no smoking. The possession and use of tobacco or any tobacco products is prohibited.
6. **ALCOHOL AND DRUGS.** No legally controlled substances, including drug and alcoholic beverages, may be used or be in the possession of any adults or youth at St. Andrew's sponsored youth events. Adult leaders must be made aware before any event of the use of prescription drugs by any participating youth. (Note: Wine is permitted for use in the celebration of the Eucharist.)
7. **TRAINING.** All adult leaders are strongly encouraged to attend Safe Church Training offered by the diocese.
8. **MOVIES.** All movies attended by children and youth through St. Andrew's programs should be previewed. (Screenit.com is a good place to start.) Showing R-rated films to those under 17, PG-13 movies to those under 13, or PG movies to those under 9 will only occur with parental notification and permission at least one week in advance.
9. **SEXUAL MISCONDUCT.** No form of sexual misconduct will be tolerated. Sexual misconduct includes, but is not limited to: sexual abuse, sexual molestation, sexual harassment, and sexual exploitation. In addition, presenting sexual provocative material or language outside an educational setting is considered inappropriate. (Youth leaders must use their discretion in planning programs.)
10. **ABUSE.** Physical abuse is defined as deliberate bodily harm of a person by another. Emotional abuse is the spoken or unspoken devaluing of another, such as name calling, or indicating that he/she is worthless. Sexual abuse is any sexual involvement or sexual contact between an adult and a young person or between youth when there is an unequal distribution of power, such as, when one person is significantly older, larger, stronger, or holds more authority. Such abuse is unacceptable behavior.
11. **BASIC NEEDS.** We want St. Andrew's programs to be fun and refreshing. No one is deprived of the basic human needs of food, shelter, sleep, safety and clothing at any event.

12. REPORTING. Any person who believes he/she has experienced improper behavior is urged to report it to the proper authorities: an adult leader or clergy as soon as possible. Any adult advisor who receives a report of suspected or actual misconduct must report it to the clergy as soon as possible. Questions about child abuse reporting may be directed to the Connecticut Department of Children and Families (CARELINE 1-800-8442-2288) or the Pastoral Response coordinator of the Diocese (1-800-842-0126)

13. ACCOMMODATION. All overnight programs will provide safe, supervised sleeping arrangements. This will mean gender specific sleeping areas. A single adult and a single youth will never sleep alone together. In addition, separate bathroom/shower facilities by gender (or specific times to use a single facility) will be provided.

14. TRANSPORTATION. Participants and their families are responsible for arranging their transportation to and from St. Andrew's sponsored events. Student participants in youth programs are required to park their vehicle for the duration of the event. Adult advisors are to avoid dropping off and/or picking up youth without the written permission of the parent. No one under the age of 25 will be permitted to drive others to an off-site St. Andrew's event. The use of 15 passenger vans will be avoided on St. Andrew's field trips.

15. DATING. No adult youth worker is to date a youth or become romantically or sexually involved with a youth who is a participant of his/her program in St. Andrew's sponsored activities.

16. GIFTS. All adult leaders are to refrain from giving or receiving personal gifts or money privately to/from youth without first consulting the parents.

17. MEETINGS. Clergy, parents, and youth have a right to full information about all St. Andrew's sponsored programs. Problems that arise in the course of programs will be addressed honestly and directly. Parents will be asked to assist with chaperoning and driving to events as needed.

18. DISCIPLINE. Ground rules will be set up by each group in regards to respecting the rights of others. Children and youth will be made aware of what is expected of them. No corporal punishment will be used at any time by St. Andrew's volunteers or staff. If a child or youth is misbehaving, they will be redirected back to the activity. Continued misbehavior may result in a phone call home with the individual sent home from an event early.

19. PASTORAL CARE. When one-on-one conversation is necessary between an adult leader and a youth, another adult is to be present, or at least aware of the place of consultation. Counsel in an open public place in view of others. Seclusion is to be avoided. Pastoral care needs will be brought to the attention of clergy.