

# CYPU Spring 2024

## Great Lakes/Gulf Presbytery RPCNA Report

### Board Members:

Bryan Planalp – President – Class of 2025  
Joy Whitt – Secretary/Clerk – Class of 2025  
Anna Roberts – Treasurer – Class of 2025  
Joy Whitt – Class of 2024  
Kevin Duffey – Class of 2026  
Stephen Rhoda – Class of 2026  
Aaron Murray – Director

Board Activity: The Board met four times beginning in June of 2023 with several key areas of focus.

- Transition Financial Treasurer and Banking to Anna Roberts.
- Transition to a new director
- Oversight for CYPUs events.
- Address Child Protection Policy requirements for events.
- Review CPP and recommend adjustments based on use.
- Establish a forecast budget for 2024 that adheres to GLGP funding.

Key Successes during the last year.

- Transitioned from Steve Rhoda to Aaron Murray
- Financial management transitioned to Anna Roberts and Board oversight.
- Budget schedule was completed and submitted (See Attachment.)
- CPP review and recommendations for adjustments (See Attachment.)

CYPU Board Proposals for Presbytery consideration:

Proposal 1:

We propose:

- 1) In follow-up with GLG Presbytery approval for review of CPP questions and possible adjustments. A report of proposed changes has been submitted to the GLGP for your approval. See Attached proposed changes.

## CYPU Director's Report

“We will not hide them from their children, but tell to the coming generation the glorious deeds of the LORD, and his might, and the wonders that he has done. He established a testimony in Jacob and appointed a law in Israel, which he commanded our fathers to teach to their children, that the next generation might know them, the children yet unborn, and arise and tell them to their children, so that they should set their hope in God and not forget the works of God, but keep his commandments;” Psalm 78:4-7

2023 was a year of the Lord's blessing. The Youth Leadership Team (YLT) of CYPUPU weathered many transitions and challenges throughout the calendar year. In Oct. Aaron Murray was appointed to serve as Director of the CYPUPU as Steve Rhoda resigned from the position. The YLT is grateful for Pastor Rhoda's service. Without pastor Rhoda, the ministry of CYPUPU would not have been able to continue. Some of the other challenges and blessings are outlined in the summary of the four major events of CYPUPU.

1. **Theological Foundations Weekend (TFW)** was hosted by Bloomington RPC, Bloomington, Indiana, on March 31-April 2. This year, instead of one main speaker, five elders from our Presbytery shared the speaking. The only special challenge was a power outage in the area of the church building requiring the middle part of the conference to be moved to the home of the event coordinators. The event coordinators were Brad and Gia Tubbs; they did an excellent job, especially in handling the power outage.

2. **Summer Bash** was a one-day event held July 8 at Eagle Creek Park in Indianapolis. The speaker was Jacob Long (Second RPC, Indianapolis). The event coordinators were Jack and Claire Cottom (RPC of Lafayette, Indiana). Two board members were also able to attend for all or part of the event to observe and contribute to youth supervision; those included Bryan Planalp and Joy Whitt (Terre Haute RPC, Indiana). This was a wonderful time of teaching and fellowship.

3. **Fall Ministry Project** took place on November 3-5 at Marion RPC (Marion, Indiana) with Aaron Murray serving as the event coordinator. This event has a long history in CYPUPU, but we were not able to hold it for the past two years for various reasons, including COVID-19. Due to concerns with compliance to the GLG's CPP rather than having the event as it has historically been done with the youth serving a host of congregations throughout the presbytery, the event was held at a single location. We had thirty-four students register for the event. John Sturm (Associate Pastor of Lafayette RPC) was the event speaker. He preached a sermon on Ps. 119:9-16 emphasizing the need to “Guard against sin by loving God and delighting in his Word.” The students spent Saturday engaged in work inside the church building and around the church property. Over 240 man-hours of labor were put into the building. While this event was a joy, Lord willing, the Director and the YLT would like to see the event done as it has historically been done in the past.

4. **Winter Conference** took place on December 27-30 at The Ark Conference Center in Converse, Indiana. The event coordinators were Steve and Mary Rhoda. Pastor Nathan

Eshelman (Orlando, RPC) was the speaker. His topic was “The Westminster Confession of Faith.” This was a new venue for the Winter Conference. The fifty-eight students who registered enjoyed talks from Pastor Eshelman, group discussion in their discussion and counseling groups, extended times of personal devotions, and deep fellowship with fellow students around the presbytery. The Winter Conference is the highlight of CYPUP, and this year was no exception.

- Respectfully submitted: Aaron Murray, Director of CYPUP

**CYPU Cost Schedule 2024**

Activity	Description	Itemized Cost	Total Cost	Income	Net Cost
Presbytery Funding				\$ 3,000	\$ 3,000
Director Stipend	\$100/month	\$ (1,200)	\$ (1,200)		\$ (1,200)
CPP Expenses			\$ (950)		\$ (950)
MinistrySafe	\$250/year	\$ (250)			
Background Checks	\$8/person * 50	\$ (400)			
DocuSign		\$ (300)			
<b>One-Day Events</b>	(Fall Fest, Spring Bash, Summer Bash)				
Shelter Rental Fee		\$ (100)			
Speaker Stipend	Covers Mileage	\$ (150)			
Event Coordinators Gratuity	Covers Mileage	\$ (150)			
Counselors Gratuity (x2 @ \$50 per counselor)	Covers Mileage	\$ (100)			
Food	(estimated 2 meals for 30 youth @ \$5 per meal)	\$ (300)			
Donations					
Totals	(30 youth @ \$25)		\$ (800)	\$ 750	\$ (50)
<b>Winter Conference</b>					
Conference Center Fees		\$ (4,000)			
Speaker Stipends					
Main Speaker (x4 @ \$100 per address)	covers Mileage	\$ (750)			
Event Coordinators Gratuity	covers Mileage	\$ (200)			
Counselor Gratuity (x6 @ \$50)	covers Mileage	\$ (300)			
Youth Expenses		\$ (400)			
Donations					
Totals		50	\$ 125	\$ (5,650)	\$ 6,250 \$ 600
<b>Theological Foundations Weekend</b>					
Church Building Use Fees		\$ (100)			
Speakers Stipends (x6 speakers or addresses @ \$100)	covers Mileage	\$ (600)			
Event Coordinators Gratuity	covers Mileage	\$ (200)			
Counselors Gratuity (x2 @ \$50 per counselor)	covers Mileage	\$ (100)			
Youth Expenses		\$ (100)			
Food		\$ (400)			
Donations					
Totals		20	\$ 50	\$ (1,500)	\$ 1,000 \$ (500)
<b>Fall Ministry Project</b>					
Church Building Use Fees		\$ (100)			
Speaker Stipend	covers Mileage	\$ (150)			
Event Coordinators Gratuity	covers Mileage	\$ (200)			
Counselors Gratuity (x8 @ \$50 per counselor)	covers Mileage	\$ (400)			
Travel Costs	covers Mileage	\$ (400)			
Youth Expenses					
Food	(estimated 2 meals for 40 youth @ \$5 per meal)	\$ (400)			
Donations					
Totals		40	\$ 35	\$ (1,650)	\$ 1,400 \$ (250)
Schedule Totals			\$ (11,750)	\$ 12,400	\$ 650

**Stipend/Gratuity Schedule**

Event Coordinators		\$ 200
Speakers (Main Addresses and Workshops)		
	One Address per Event	\$150
	Multiple Addresses at Event	\$100
Counselors		
	Total for One-Day Event	\$50
	Total Multiple-Day Event	\$50

Question	Current Language	Revised proposal
<p><b>A. In II.B.2, what does it mean to “administer a GLGP youth program”? Does this refer to event coordinators, or anyone present at the event to oversee the youth (event coordinator, counselors, drivers, cook)?</b></p>	<p><b>2) Event Staff (“Staff”) – Anyone eighteen (18) years of age or older who is approved to administer a GLGP Youth program under the terms of this Policy.</b></p>	<p><b>2) Event Staff (“Staff”) – Anyone eighteen (18) years of age or older who is approved by the CYPUP Director and/or CYPUP Board to administer a GLGP Youth program, examples include but are not limited to event coordinator, counselor, driver, cook.</b></p>

<p><b>B. In III.A, “Staff” and “Volunteer” have different requirements, and volunteer does not mention background check or the application form. However, the rest of the policy and context seems to assume that volunteers will also fill out the application form; is that the intent?</b></p>	<p><b>III.A.2 In order to be eligible to serve as a Volunteer, a person must:</b>  <b>a) be at least 13 years old; b) be a member in good standing of an RPCNA congregation; and c) must remain under Staff supervision.</b></p>	<p><b>Interpretation: A volunteer in the case of COVFAMIKOI or a CYPU event may be a last-minute addition to support Staff to provide additional help during an event. “Under Staff supervision” would include persistent monitoring and instruction during an event and not require an application form or background check.</b></p> <p><b>III.A.2.c</b>  <b>Must remain under Staff supervision(i.e. persistent monitoring and instruction during an event)</b></p>
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**C. Regarding the application form, if the pastor is a close relative of the applicant, should we require that the form be approved by an unrelated pastor or elder rather than a relative?**

**Interpretation: The only requirement for application approval is confirmation of being “a member in good standing of a congregation of the RPCNA for the past six months.” This should be obtained from a non-related member of the Session of the applicant.**

**Add definition in II. B**

**9) Member in good standing: Member of a congregation of the RPCNA as determined by the local session of the applicant.**

<p><b>D. The CPP does not say how frequently to administer background checks, or if the application form ever needs to be redone. Our assumption is that background checks need to be redone every three years, and that the application form is a one-time event. Is this correct?</b></p>		<p><b>Add definition in II. B</b></p> <p><b>7) Background Check: Background checks will be administered when a staff member submits an application and renewed every three years.</b></p> <p><b>8) Application Forms: used for review of event staff will be required one-time only.</b></p>
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<p><b>E. Do the bathroom guidelines in III.D.3 apply to high school age youth? Youth was defined as “those the age of 18 years of age or younger”.</b></p>	<p>3) <i>For youth over the age of five</i>, when possible, at least one male Staff or Volunteer should take two or more boys to the restroom and at least one female Staff or Volunteer should take two or more girls. The worker should then remain outside the bathroom door and escort the youth back to the classroom when the youth are done.</p>	<p><b>Interpretation: This would apply to younger children in a classroom setting as written. However, in a high-school classroom or conference setting this is not always possible.</b></p> <p><b>Revision:</b></p> <p>3) <i>For youth over the age of five and under 13</i>, when possible, at least one male Staff or Volunteer should take two or more boys to the restroom and at least one female Staff or Volunteer should take two or more girls. The worker should then remain outside the bathroom door and escort the youth back to the classroom when the youth are done</p>
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<p><b>F. In III.C.2, what is an “approved adult”? Could this be added to the definition section? Is this someone who has to fill out the application form?</b></p>	<p>2) Regardless of group size, Leadership must assign at least one approved adult who must be present with any group of youth at all times.</p> <p>4) Some youth classes or small groups may have only one attendance during the class session. In this case, there should be 1 student with the adult teacher. In addition, designated personnel to provide supervision and assistance as needed.</p>	<p><b>Revision:</b></p> <p><b>2) Regardless of group size, Leadership must assign at least one Event Staff who must be present with any group of youth at all times whenever possible.</b></p>



## **CHILD PROTECTION POLICY GREAT LAKES - GULF PRESBYTERY (RPCNA)**

The Great Lakes-Gulf Presbytery takes the protection of her covenant children very seriously. The Covenant of Baptism, noting that children are a possession of God entrusted to the care of his or her parents, requires watchful protection of covenant children by the entire church.

*Jesus said, "Let the little children come to me and do not hinder them, for to such belongs the kingdom of heaven."*

*~ Matthew 19:14 ~*

## CHILD PROTECTION POLICY GREAT LAKES - GULF PRESBITERY (RPCNA)

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## I. INTRODUCTION AND THEOLOGICAL FOUNDATION

### A. Purpose

These procedures and policies have been developed to ensure a safe, loving environment conducive to the protection and care of children during youth ministry programs of the Great Lakes-Gulf Presbytery (GLGP) of the RPCNA.

### B. Biblical Mandate

**Matthew 19:14** - Jesus said, "Let the little children come to me and do not hinder them, for to such belongs the kingdom of heaven."

**John 21:15**- So when they had eaten breakfast, Jesus said to Simon Peter, "Simon, son of Jonah, do you love Me more than these?" He said to Him, "Yes, Lord; You know that I love You." He said to him, "Feed My lambs."

**Ephesians 5:3** - But among you there must not be even a hint of sexual immorality, or of any kind of impurity, or of greed, because these are improper for God's holy people.

### C. Confessional Foundation

*Confession of Faith L6* - ... There are some circumstances concerning the worship of God, and government of the Church, common to human actions and societies, which are to be ordered by the light of nature and Christian prudence, according to the general rules of the Word, which are always to be observed.

*Testimony XXIV.30* - Education of children is primarily the responsibility of parents, though they may delegate part of this responsibility to the church or other agencies ...

*Directory for Church Government L8*- Members should willingly consecrate their talents and gifts to the service of Christ. They should prayerfully consider accepting a position in the church when called to do so.

## II. SCOPE AND DEFINITIONS

### A. The Scope of This Policy

This Policy applies to GLGP programs for youth under the age of 18. This Policy provides basic guidelines that are to be read and interpreted in light of the Constitution of the Reformed Presbyterian Church of North America. Those responsible for presbytery youth programs may create additional or stricter procedures.

The policy applies as well to vulnerable adults.

## B. Definitions of Key Terms

- 1) **Child Abuse** - Child neglect, child physical abuse, or child sexual abuse.
  - a) **Child Neglect-Depriving** a minor of his or her essential needs, such as adequate food, water, shelter, safety, and medical care.
  - b) **Child Physical Abuse** - Any use of violence or threats of violence toward a minor, apart from the proper and biblical sphere of a parent's loving and corrective discipline of their child.
  - c) **Child Sexual Abuse** - Any contact or interaction (visual, verbal, or emotional) between a minor and another person in which the minor is being used for the sexual arousal, molestation, or gratification of the perpetrator or any other person.
- 3)–2) **Event Staff (“Staff”)** – Anyone eighteen (18) years of age or older who is approved by the CYPUP Director and/or CYPUP Board to administer a GLGP Youth program, examples include but are not limited to event coordinator, counselor, driver, cook.**Presbytery Youth Leadership (“Leadership”)** - Any GLGP-sanctioned leadership of an official GLGP youth program (e.g., Covfamiko Director, Youth Secretary, Youth Committee).
- 4) **Volunteer.** Any adult (18 years or older) or youth, ages 13-17 year of age, approved under this policy to assist in the care of youth at a GLGP youth program.
- 5) **Vulnerable Adult**-Any person 18 years of age or older who is unable to legally consent, unable to comprehend, or is otherwise particularly susceptible to coercion or abuse (e.g., those who are mentally or physically disabled).
- 6) **Youth (a.k.a., children, minors).** Those the age of 18 years of age or younger.
- 7) **Background Check: Background checks will be administered by the GLGP Ministry Safe account every three years.**
- 8) **Application Forms: used for review of event staff will be required one-time only.**
- 9) **Member in good standing: Member of a congregation of the RPCNA as determined by the local session of the applicant.**

## III. POLICIES AND PROCEDURES

### A. Selection of Workers

Only approved and Staff and Volunteers may serve in the various youth ministries of the Great Lakes-Gulf Presbytery.

- 1)** In order to be eligible to serve as Staff, a person must:
  - a)** Be aged eighteen (18) years of older;
  - b)** Be a communicant member in good standing of a congregation of the RPCNA for the past six months;

- c) Submit the Youth Ministry Application and Disclosure Form (see Appendix B) to event leadership; and
  - d) Complete a criminal background check through the Great Lakes Gulf Presbytery's MinistrySafe account;
  - e) Satisfy the training requirements of event leadership.
- 2) In order to be eligible to serve as a Volunteer, a person must:
- a) be at least 13 years old;
  - b) be a member in good standing of an RPCNA congregation; and
  - c) must remain under Staff supervision **(i.e. persistent monitoring and instruction during an event)**.

#### **B. Maintenance of Records**

Staff and Volunteer applications, disclosure statements, and up-to-date background checks are to be stored in the Presbytery's MinistrySafe Account.

#### **C. Supervision and Visibility**

- 1) Wherever possible, a ratio of 1 Staff or Volunteer to every 12 students should be maintained during any presbytery youth programming. For children five and younger, Leadership should make every reasonable effort to achieve a ratio of approximately 1 adult for every 8 children.
- 2) Regardless of group size, Leadership must assign at least one **Staff** who must be present with any group of youth at all times.
- 3) Where there are only two Staff or Volunteers in a group, they must be from different households.
- 4) Some youth classes or small groups may have only one **Staff** in attendance during the class session. In this case, there should be no fewer than three students with the **Staff**. In addition, designated personnel should be on call to provide supervision and assistance as needed.
- 5) Clear visibility should be maintained at all times, and doors left unlocked while rooms are in use.
- 6) Personnel should avoid being alone with a child in a room.
- 7) Two or more personnel designated by Leadership may speak with a single child when appropriate (e.g., for counseling or discipline) as long as clear visibility is maintained and any doors left open or unlocked.



8) Staff and Volunteers should engage in active supervision while youth are under their care.

#### **D) Restroom Guidelines**

1) *Children five years of age and younger* should use a classroom bathroom if one is available. If a classroom bathroom is not available, personnel should escort children in a group, never taking a child to the bathroom alone. Personnel should check the bathroom first to make sure that it is empty, and then allow the children inside. Personnel should then remain outside the bathroom door and escort the children back to the classroom.

2) If a child is taking longer than seems necessary or calls for help, Staff should assist, but leave doors open.

3) *For youth over the age of five and under 13*, when possible, at least one male Staff or Volunteer should take two or more boys to the restroom and at least one female Staff or Volunteer should take two or more girls. The worker should then remain outside the bathroom door and escort the youth back to the classroom when the youth are done.

#### **E) Check-in and Check-out**

Presbytery Youth Leadership will create a process for children fifth grade and younger to be signed in and out only by a child's parents/guardians, or individuals approved by them who are at least 13 years of age or older.

#### **F) Discipline**

1) Correction should be calm, respectful, and discrete; it should not be harsh or belittling.

2) Staff will not administer physical discipline and will only restrain a child if judged necessary to prevent physical injury.

3) Parents should be contacted for any serious or persistent discipline issues.

4) Staff may restrict participation in particular activities. Decisions about suspension or expulsion from a program will be made by Leadership.

#### **G) Transportation of Children**

1) It is the responsibility of parents, not Staff or Leadership, to secure transportation to and from events.

2) During an event, if transportation is required, before a Youth may ride in a staff member's personal vehicle, the driver must be approved by Leadership and the parents must give consent. Staff must also possess adequate liability insurance.

3) When youth are transported during events for presbytery youth activities, they shall be transported in groups of three or more youth, with at least one Approved Adult in each vehicle.

#### **H) Overnight Trips**

Boys and girls should be lodged separately, with at least two male Staff for the boys and two female Staff for the girls.

#### **I) Sick Children**

It is our desire to provide a healthy and safe environment for all involved in presbytery youth programs. To that end, parents will be encouraged to be considerate and not to have their children participate if they have common symptoms of a contagious illness (e.g., fever, vomiting, diarrhea).

Youth who are observed by Staff to be ill will be separated to the extent possible and their parent or guardian will be asked to pick the child up.

#### **J) Medications**

1) Except in a medical emergency, Staff will not administer either prescription or non-prescription medications to the children under their care absent a plan that includes prior written consent. Nor may children administer any medications to themselves or others absent a plan that includes prior written consent. In no case may one child share a medication with another child.

2) Families participating in a youth program will be required to complete a Medical Release Form. Leadership or Staff will work with families to have a medical action plan on file for youth with a known condition that may require treatment during an event (e.g., need for an inhaler or epi-pen).

#### **K) Accidental Injury**

In the event that a child is injured while under our care, the following steps should be followed:

a) For minor injuries, scrapes, and bruises, Volunteers will provide basic first aid (Band-Aids, etc.) as appropriate and will notify the child's parent or guardian of the injury at the time the child is picked up from our care.

b) For injuries requiring medical treatment beyond simple First Aid, the parent(s) and/or guardian will immediately be summoned by Staff in

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addition to Leadership (or designee). If Staff or Leadership judge necessary, an ambulance will be called.

c) For injuries requiring treatment by a medical profession, Leadership will ensure relevant personnel complete an incident report.

#### **L) Training**

Leadership must review the child protection policy with Staff.

#### **M) Communicating the Presbytery Child Protection Policy**

This Policy is to be made available to anyone attending a GLGP youth program.

### **IV. REPORTING SUSPECTED ABUSE**

- A) Anyone suspecting abuse or neglect must report that suspected abuse or neglect to the relevant authorities as required under applicable law.
- B) Anyone suspecting that abuse has occurred during a presbytery youth program and involving a participant should immediately notify Leadership so that the matter may be responded to in a timely manner and reasonable precautions be taken.
- C) Leadership will promptly seek to ascertain the basic facts.
- D) Unless there is clear and immediate indication that the accusation is without merit, then Leadership will relieve the suspected offender of all responsibilities involving contact with youth, pending further review. Leadership will implement measures to separate the alleged offender from the alleged victim for the duration of the presbytery event, as well as to prevent unsupervised contact by the accused with other youth.
- E) Once leadership has conducted its initial inquiry and taken initial steps to safeguard potential victims, leadership will promptly notify the parents or guardians of any youth involved, whether an alleged abuser or an alleged victim.
- F) Leadership will notify the chairman of the Ad Interim Commission (AIC) of the Great Lakes Gulf Presbytery (GLGP), which will ensure that the GLGP's insurance carrier is notified, as well as the moderators of the sessions of the parties to the allegations.
- G) Any other initial steps taken in response to an allegation of child abuse or neglect will be directed by the AIC (e.g., designating a media spokesperson), consistent with its authority and the *Constitution of the RPCNA*.
- H) All steps taken by presbytery leadership will be documented and will be taken without undue delay.

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- I) All communications related to any alleged child abuse or neglect shall attempt to protect the dignity and privacy of those involved, including the alleged child victim and the person suspected of child abuse, while at the same time ensuring that those responsible for addressing the situation, including civil authorities, remain fully informed. The identities of minors will be withheld and protected.
  
- J) Presbytery will seek forgiveness and reconciliation in Christ between all parties involved in an investigation or trial, and the restoration of the penitent to communicant membership in the Church, in accord with the *Constitution of the RPCNA*.

**V. APPENDIX A: STATE REQUIREMENTS FOR REPORTING ABUSE**

*Below are online resources from each state's (under the jurisdiction of the Great Lake Gulf Presbytery) government outlining mandatory reporting requirements and giving points of contact for each state for reporting at the time of this writing; links and information may be updated and should be checked for the most up-to-date information. Furthermore, [www.childwelfare.gov](http://www.childwelfare.gov) provides a centralized library for state laws and handbooks.*

**Alabama**

<https://dhr.alabama.gov/child-protective-services/written-report-of-suspected-child-abuse-neglect-for-mandated-reporters/>

**Florida**

<https://www.myflfamilies.com/service-programs/abuse-hotline/>

**Georgia**

<https://cps.dhs.ga.gov/Main/Default.aspx>

**Illinois**

<https://www2.illinois.gov/dcfs/safekids/reporting/Pages/index.aspx>

**Indiana**

<https://www.in.gov/dcs/contact-us/child-abuse-and-neglect-hotline/>

**Kentucky**

<https://chfs.ky.gov/agencies/dchs/dpp/cpb/Pages/default.aspx>

**Michigan**

[https://www.michigan.gov/mdhhs/0,5885,7-339-73971\\_7119\\_50648\\_44443-157836-,00.html](https://www.michigan.gov/mdhhs/0,5885,7-339-73971_7119_50648_44443-157836-,00.html)

**North Carolina**

<https://www.ncdhhs.gov/divisions/social-services/child-welfare-services/child-protective-services/about-child-abuse-and-child-neglect>

**Ohio**

<https://ifs.ohio.gov/ocf/reportchildabuseandneglect.stm>

**South Carolina**

<https://dss.sc.gov/child-well-being/report-child-abuse-and-neglect/>

**Tennessee**

<https://www.tn.gov/dcs/program-areas/child-safety/reporting/fags.html>

**VI. APPENDIX B: FORMS**

**YOUTH MINISTRY STAFF APPLICATION FORM  
GREAT LAKES - GULF PRESBYTERY (RPCNA)**

*All information on this application will be kept confidential. If you have any questions about the application, please call or email the Presbytery Youth Leadership overseeing the event.*

**I. Basic Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of birth: \_\_\_\_\_ SSN: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

How many years have you been a communicant member of the RPCNA? \_\_\_\_\_

Are you currently a communicant member of the RPCNA in good standing? \_\_\_\_\_

Current Congregation: \_\_\_\_\_

**II. Experience**

Describe any relevant experience working with youth.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any involvement you have had in youth programs in the last 5 years.

<i>Organization</i>	<i>Program</i>	<i>Dates</i>	<i>Contact (email/phone)</i>
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**III. Character References**

Applicants must include a letter of recommendation from a member of their session.

In addition, list two individuals who can attest to your character and, if possible, have observed your interactions with children and youth. References must be 18 or older and may not be members of your household.

<i>Name</i>	<i>Relationship</i>	<i>Phone</i>	<i>Email</i>

**IV. History**

Have you ever been: *(circle one)*

- Arrested for any reason? Yes / No
- Convicted of, or pleaded no contest to, any crime involving minors? Yes / No
- Convicted of, or pleaded no contest to, a moving violation in the last 3 years? Yes / No

Is there any reason why you should not work with minors? Yes / No

\*If the answer to any of these questions is "Yes," please explain on a separate sheet of paper.

**V. Affirmations**

Place your initials on each line.

- \_\_\_ I have carefully read the GLGP Child Protection Policy.
- \_\_\_ I recognize that the GLGP is relying upon the accuracy of the information contained herein. Accordingly, I attest and affirm that all the information that I have provided is completely true and correct, to the best of my knowledge.
- \_\_\_ I authorize GLGP to contact any person or entity listed in this application and I further authorize any such person or entity to provide GLGP with information, opinions, and impressions relating to my background or qualifications.
- \_\_\_ I further authorize GLGP to conduct a criminal background investigation and/or child abuse investigation if further investigation is deemed necessary.

— I voluntarily release GLGP and any such organization or entity listed herein by me from liability involving the communication of information relating to my background or qualifications.

**VI. Attachments**

Please remember to include the following with this application form:

- 1. A copy of your driver's license.
- 2. *(If necessary)* Explanation of answers.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent/Guardian Signature (if applicant is under 18)*

\_\_\_\_\_  
*Date*

*For Administrative Use Only*

Date Submitted and Received: .....

Date Background Check Submitted: \_\_\_\_\_

Date Background Check Results Received: \_\_\_\_\_

Application Approved   Application Denied

Date of Application Approval or Denial \_\_\_\_\_



**MEDICAL RELEASE FORM**  
**GREAT LAKES - GULF PRESBYTERY (RPCNA)**  
*THIS INFORMATION WILL BE KEPT CONFIDENTIAL*

\_\_\_\_\_  
Great Lakes-Gulf Presbytery Youth Program

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Date of Birth

M F  
Sex

\_\_\_\_\_  
Parent's/Guardian's Name

\_\_\_\_\_  
Parent's/Guardian's Name

\_\_\_\_\_  
Parent's/Guardian's Phone

\_\_\_\_\_  
Parent's/Guardian's Phone

\_\_\_\_\_  
Address

**Alternative Emergency Contacts**

\_\_\_\_\_  
Primary Emergency Contact

\_\_\_\_\_  
Secondary Emergency Contact

\_\_\_\_\_  
Primary Contact Phone Number

\_\_\_\_\_  
Secondary Contact Phone Number

\_\_\_\_\_  
Primary Contact Street Address

\_\_\_\_\_  
Secondary Contact Street Address

\_\_\_\_\_  
Primary Contact City, State, Zip

\_\_\_\_\_  
Secondary Contact City, State, Zip

**Medical Information**

\_\_\_\_\_  
Hospital/Clinic Preference

\_\_\_\_\_  
Physician's Name

\_\_\_\_\_  
Physician's Phone Number

\_\_\_\_\_  
Insurance Company

\_\_\_\_\_  
Policy Number

\_\_\_\_\_  
Allergies/Special Health Considerations

GLG Child Protection Policy 14

I authorize all medical and surgical treatment, X-ray, laboratory, anesthesia, and other medical and/or hospital procedures as may be performed or prescribed by the attending physician and/or paramedics for my child and waive my right to informed consent of treatment. This waiver applies only in the event that neither parent/guardian can be reached in the case of an emergency.

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date

I give permission for my child to attend the youth program of the Great Lakes-Gulf Presbytery. I release the Great Lakes-Gulf Presbytery and individuals from liability in case of accident during activities related to the youth program as long as normal safety procedures have been taken.

\_\_\_\_\_  
Parent's/Guardian's Signature

\_\_\_\_\_  
Date

*For Administrative Use Only*

Date Received: .....