



General Church U.S. Child Protection Policy

Effective June 14, 2021

A. Preamble

“Let the little children come to Me, and do not forbid them; for of such is the kingdom of heaven.” (Matthew 19:14)

The General Church of the New Jerusalem (hereafter the “Church”) is founded on the conviction that we cultivate innocence in every aspect of our churches, schools and activities. And, that this is of the highest importance. The Heavenly Doctrine teaches us that “innocence and peace are the inmost elements of heaven and come directly from the Lord” (Conjugal Love 394). And, that the atmosphere of innocence connects us with heaven and the Lord (CL 396). Therefore, the Lord’s innocence should be tangibly present in everything that we do as a church organization because that innocence is a key part of a heavenly community. We believe that cultivating a protective environment of innocence in church and at home is the very best way to provide for the spiritual, emotional and physical needs of children.

We also are taught that the desire to protect the innocence of children comes directly from the Lord (CL 391). With this in mind, it is clear that we, as a church organization, must protect the wellbeing and safety of the children who participate in all aspects of the life of our churches and schools. This is the key motivating reason for the development and implementation of our Child Protection Policy and its practices. The Child Protection Policy also is intended to comply with applicable laws that protect children, even if the children do not participate in the life of our churches and schools, as discussed below.

B. What is the Scope of this Policy?

This Policy applies in the United States to all Church congregations and operations as well as to the Academy of the New Church and all of its schools.

The term “Church” is intended, for purposes of this Policy, to cover all such entities, individually and/or collectively.

C. What is the Purpose of the Policy?

Consistent with Heavenly Doctrine in the preamble, the purpose of this Policy is: (a) to protect all children who participate in Church-sponsored activities from Child Abuse; and (b) to comply with applicable child protection laws, which are not limited to children who participate in Church-sponsored activities.



D. How does the Church define a Child?

For purpose of this Policy, a “child” means anyone under 18 years of age at the time of the suspected Child Abuse.

An “adult” is anyone age 18 or older.

E. What Are Church-sponsored Activities?

“Church-sponsored activities” include, but are not limited to:

(1) Worship services, instructional settings (Church day schools, Sunday schools, teenage classes, etc.), camps and weekend retreats; and

(2) School activities, such as classroom instruction, extracurricular activities and other activities sponsored by a school.

F. Who is Covered by this Policy?

1. This Policy covers:

- a. All Employees (defined as, for purposes of this Policy, all employees, full-time and part-time, regular and temporary, including but not limited to, all teachers, administrators and clergy). For purposes of this Policy, employees also shall include interns, whether paid or unpaid.
- b. Independent contractors (defined as, for purposes of this Policy, individuals who provide services on their own directly to the Church and who the Church determines either (i) provide for the care, supervision, guidance or control of children or (ii) have routine (regular or repeated/on-going) direct interaction with children).
- c. Volunteers (defined as, for purposes of this Policy, individuals who provide services on their own directly to the Church and who the Church determines either (i) provide for the care, supervision, guidance or control of children or (ii) have routine (regular or repeated/on-going) direct interaction with children).



2. For purposes of this Policy, the term “Covered Individuals” includes employees, independent contractors and volunteers as defined above.

G. What are the general requirements of this Policy?

1. Covered Individuals must submit to a background screen as a condition of being employed by or providing services to the Church (or continuing to being employed by or providing services to the Church).
2. Covered Individuals must refrain from “Child Abuse” as defined by this Policy (as well as other unacceptable conduct as discussed below).
3. Covered Individuals must report to the Church and/or applicable legal authorities suspected Child Abuse as described in this Policy.

More detail on each of these general requirements is discussed below.

H. Who Must Be Screened Under this Policy?

All Covered Individuals must submit to a background screen as a condition of being employed by or providing services to the Church and/or as a condition of continuing to being employed by or providing services to the Church. To the extent such screening is not mandated by law, it is required as a matter of Church policy.

Covered Individual may be disqualified from prospective or continued employment with the Church or otherwise from providing or continuing to provide services to the Church based on the results of the background screen. The Church may disqualify a Covered Individual, even if the law does not mandate disqualification. An individualized assessment will be made in these circumstances in accordance with applicable law.

Failure to submit to a required background screen will result in the disqualification of a Covered Individual from performing or continuing to perform services to the Church in any capacity.

I. What is “Child Abuse?”

The Church defines “Child Abuse” broadly to include, but not to be limited to, (a) intentionally, knowingly or recklessly (b) by way of any act or failure to act (c) engaging in, causing, substantially contributing to or increasing the reasonable likelihood of (d) any of the following:

1. Sexual abuse or exploitation of a child (as defined in more detail on **Addendum A**).
2. Bodily injury to a child.
3. Mental injury to a child as determined by a health care professional.



4. Conduct that *could* cause bodily or mental injury to a child or otherwise endanger a child (even if the conduct does not, in fact, cause any actual injury), such as:
 - a. Kicking, biting, throwing (at), burning, stabbing, punching, cutting, striking, smacking, or beating a child, or other physical or aggressive conduct that endangers a child.
 - b. Forcefully shaking a child.
 - c. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.
 - d. Interfering with the breathing of a child.
5. Serious neglect of a child, such as:
 - a. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities; or
 - b. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.
6. Death of a child.
7. Fabricating, feigning, or intentionally exaggerating or inducing a medical symptom or disease that results in a potentially harmful medical evaluation of or treatment to the child.
8. Allowing a child to be present where methamphetamines or other illegal drugs are manufactured or sold.
9. Leaving a child unsupervised with a person, other than the child's parents, with knowledge that the person: (a) is a registered sex offender; (b) has been determined to be a sexually-violent predator; (c) has been determined to be a sexually- violent delinquent child; or (d) is otherwise known to be dangerous/violent.
10. The following additional conduct or such other conduct as the Child Protection Committee ("CPC") may communicate from time to time:
 - a. Using illegal drugs with or in the presence of a child;
 - b. Providing illegal drugs to a child;
 - c. Allowing a child to witness the domestic violence of any individual;
 - d. Allowing a child to witness the Child Abuse of another child;
 - e. Cyberbullying of a child; or
 - f. Threatening a child with serious bodily injury, even if the threat is not carried out.
11. Any other conduct that may be considered Child Abuse under applicable law.

For purpose of this Policy, the party engaging in the Child Abuse could be an adult or a child.



Specific examples of Sexual Abuse or Exploitation of a Child, as defined by the Church, are included on **Addendum A**; it is important to read the Addendum carefully as it is a critical component of this Policy.

As noted above, Child Abuse may occur as a result not only of an “act” but also of a “failure to act.”

Conduct does not need to violate the law to be considered Child Abuse by the Church under this Policy. In some circumstances, conduct may violate this Policy, even though it may not violate applicable law.

Consent is never a defense to Child Abuse.

J. What Is the Child Protection Committee (“CPC”)?

The CPC is a group of individuals appointed by a Bishop of the Church. The CPC typically includes a Bishop and the Head of Human Resources, as well as other individuals with special expertise or training in the field of sexual or other child abuse.

The CPC has primary responsibility for implementation of this Policy. In particular, as a general rule, reports of suspected Child Abuse should be made to the CPC.

K. Who Must Report Suspected Child Abuse?

Under the law, only certain individuals, defined as “mandated reporters,” are required to report suspected Child Abuse. If you are a mandated reporter, you may be required to obtain training specific to the laws and requirements of your jurisdiction that detail when to report, how to report, deadlines, etc.

Under this Policy, all Covered Individuals are required to report in good faith suspected Child Abuse, regardless of whether they are mandated reporters under applicable law.

L. When Must Suspected Child Abuse be Reported?

Except as provided in section M below (critical, in particular, to mandated reporters in Pennsylvania), all Covered Individuals must report in good faith to the CPC suspected Child Abuse if there is reasonable cause to suspect that any child who participates in Church-sponsored activities has been subject to Child Abuse (by any adult or other child).

Reasonable cause to report under these circumstances may exist:

1. Based on a disclosure made to him or her by any child and/or adult;
2. As a result of conduct which he or she witnesses;
3. There otherwise is reason to suspect that the child may be the victim of Child Abuse. Training will be provided on potential warning signs of Child Abuse; and/or
4. As otherwise may be required by law.

Except as provided in section M below (critical, in particular, to mandated reporters in Pennsylvania), all Covered Individuals also must report in good faith to the CPC suspected Child Abuse if there is reasonable cause to suspect that any other child has been subject to



Child Abuse (by any adult or other child). Reasonable cause to report under these circumstances may exist:

1. Based on:
 - a. Any individual makes a specific disclosure to the Covered Individual that a known or identifiable child is the victim of Child Abuse; or
 - b. An individual 14 years of age or older makes a specific disclosure to the Covered Individual that he or she has committed Child Abuse, regardless of whether the identity of the child is known or identifiable.
2. As otherwise may be required by law.

Reports must be made immediately to the CPC after a Covered Individual determines that there is reasonable cause to suspect Child Abuse. Ordinarily, that means the report must be made within no more than 24 hours after the determination that there is reasonable cause to suspect Child Abuse exists.

The duty to report suspected Child Abuse under this Policy applies even if the suspected victim is now an adult, if the individual was a child at the time of the suspected Child Abuse.

The duty to report suspected Child Abuse under this Policy applies regardless of when the suspected Child Abuse may have occurred.

If you are uncertain on whether you have a duty to report under this Policy, err on the side of reporting!

Reminder to mandated reporters in Pennsylvania: you must report first to PACHildLine; see M below.

M. **Are there Times When A Covered Individual May and/or Must Report to Applicable Legal Authorities PRIOR to Reporting to the CPC?**

Yes! More specifically:

1. A Covered Individual **must** call the police immediately at 911 if there is a good faith reason to believe a child is at imminent risk of serious harm. The Covered Individual then must make a report immediately to the CPC and/or applicable legal authorities.
2. A Covered Individual **must** report in good faith to applicable legal authorities **prior to** notifying the CPC when required by law to do so. In Pennsylvania, a mandated reporter immediately must report to ChildLine before notifying the CPC. **See Addendum B** for contact information for ChildLine. See Section O below about the



opportunity (but **not** obligation) to ask a question internally before fulfilling your duty to report directly to ChildLine.

- 3. Any Covered Individual who is not mandated by law to report still may elect to report suspected Child Abuse to applicable legal authorities as well as the CPC for any good faith reason.
- 4. After making the report to applicable legal authorities under each of the circumstances set forth above, the Covered Individual must notify a member of the CPC.

N. What Does It Mean to Make A Report to the CPC and/or Applicable Legal Authorities?

Reporting does not mean that you have concluded that Child Abuse, in fact, has occurred. It means only that you have reasonable cause to suspect that Child Abuse as defined by this Policy *may* have occurred.

The determination of whether Child Abuse or other unacceptable conduct in fact has occurred will be made by the CPC and/or applicable legal authorities.

Refrain from asking questions of any potential victim, witness or perpetrator.

Never investigate on your own!

O. What if You Are Not Sure Whether You Have A Duty to Report Under this Policy?

Again, if you are uncertain on whether you have a duty to report suspected Child Abuse, err on the side of reporting.

With regard to questions that you may have about reporting, any Covered Individual may, but is not required to, consult with any of the following individuals:

Bishop David Lindrooth: General Church Assistant Bishop (Co-Chair)

David.Lindrooth@newchurch.org

215-514-0388

Karen Day Stoeller: General Church HR Director (Co Chair)

Karen.Stoeller@anc-gc.org

847-366-3084

Christina Irwin: General Church/Academy of the New Church Senior HR Professional

Christina.Irwin@anc-gc.org

267-502-2624

Joe Weiss: Academy of the New Church HR Director

Joe.Weiss@anc-gc.org

267-502-2632



If you choose to consult with one of the individuals referenced above, you should do so as quickly as reasonably possible so that any required report can be made immediately as required by law.

In particular, if you are a mandated reporter under Pennsylvania law, please keep in mind that this consultation does not relieve you of **your** legal obligation to make a report directly to ChildLine as required by law.

Furthermore, if anyone—including those listed above—interferes with (or attempts to interfere with) a Covered Individual's good faith belief that he or she has a legal duty to report suspected Child Abuse, he or she must report this immediately to James Uber of the Board of Directors, who can be reached at James.g.uber@gamil.com or 412-782-2710. While you can provide as much detail as you want, it is sufficient to say "Interference" and Mr. Uber will arrange a time to speak with you. You also may contact applicable legal authorities to report your concerns.

As set forth below, interfering or attempting to interfere with a good faith belief that there may be a duty to report is cause for termination of the employment or other relationship and may subject an individual to civil and criminal liability.



P. How Do You Make A Report to the CPC?

The current members as of the CPC as of the date of this policy, and their contact information, are:

Bishop David Lindrooth: General Church Assistant Bishop (Chair)

David.Lindrooth@newchurch.org

215-514-0388

Karen Day Stoeller: General Church HR Director (Co Chair)

Karen.Stoeller@anc-gc.org

847-366-3084

Christina Irwin: General Church/Academy of the New Church Senior HR Professional

Christina.Irwin@anc-gc.org

(267) 502-2624

Joe Weiss: Academy of the New Church HR Director

Joe.Weiss@anc-gc.org

267-502-2632

Valerie Younan: Olivet New Church HR Director

Val.Younan@olivetnewchurch.org

905-893-2368

Rene Johnson: General Church Board of Directors Board Secretary

Rene.Johnson@311libertylaw.com

814-706-9956

James Uber: General Church Board of Directors HR Committee Chair

james.g.uber@gmail.com

412-782-2710

You should contact a member of the CPC immediately (but within no more than 24 hours) after determining that you have reasonable cause to suspect that Child Abuse may exist under the circumstances set forth above.

If you are not able to speak live with a member of the CPC within 2 hours of when you first commence efforts to reach the CPC, or if you otherwise prefer for any other reason to use e-mail, you can send an e-mail to the CPC at childprotection@newchurch.org. Your e-mail need state only: "I am reporting suspected Child Abuse" and how you best can be reached so that a member of the CPC can obtain additional information from you.



Q. What will the CPC Do Upon Receipt of A Report?

The role of the CPC will depend on the nature of the report it receives. The following are the steps that the CPC ordinarily will take upon receipt of a report.

The CPC will determine whether it has a duty to report the suspected Child Abuse to the applicable legal authorities, and if so, make such report.

The CPC may report in good faith suspected Child Abuse to applicable legal authorities, even where not required by law. In all or virtually all states, even if a specific report is not mandated by law, it may be made in good faith.

The CPC will cooperate with the applicable legal authorities to the maximum extent permitted by law.

The CPC will investigate, or cause the investigation of, suspected Child Abuse where the alleged wrongdoer is a Covered Individual or where it otherwise determines an investigation initiated by the CPC is appropriate.

The CPC will endeavor to keep confidential allegations or reports required by this Policy. However, the CPC cannot guarantee absolute confidentiality, particularly where legally required to make a disclosure.

The Church will neither engage in nor tolerate any retaliatory conduct against any individual who, in good faith, makes a report or participates in an internal or external investigation conducted pursuant to this Policy. This applies not only to complainants but also to witnesses and others who otherwise participate in the investigation.

Pending an investigation by the CPC and/or applicable legal authorities, an individual who is suspected of Child Abuse may be placed on administrative leave and/or be precluded from engaging in Church-sponsored activities and/or be excluded from the premises of any Church or School.

R. How is A Report Made to Applicable Legal Authorities?

By way of background, “applicable legal authorities” means the appropriate government or law enforcement agency to which reports of suspected Child Abuse are made.

A list of and contact information for the applicable legal authorities in all 50 states is attached as **Addendum B**. Ordinarily, the initial report is immediately made by a phone call or e-mail followed by a written report.

S. What if An Individual Does Not Make A Report of Suspected Child Abuse to the CPC and/or Applicable Legal Authorities As Required by this Policy and/or Applicable Law?

Failure of a Covered Individual to make a report as required by this Policy will subject the individual to appropriate corrective action, up to and including termination of the employment or other relationship.

Under applicable law, the failure of a “mandated reporter” as defined by state law to make a report required by such law may result in civil or criminal liability.

T. **What If Someone Interferes with—or Tries To Interfere with—Reporting Suspected Child Abuse to the CPC and/or Applicable Legal Authorities?**

Interference with the making of a report includes engaging in, directly or indirectly, any of the following: discouraging an individual from making a report; intimidating or trying to intimidate a person from making a report; threatening a person with negative consequences if he or she make a report; obstructing or attempting to obstruct the making of report; or retaliating in any way against an individual who has made a report.

Interference with—or an attempt to interfere with—a report required by this Policy and/or applicable law will subject the individual to appropriate corrective action, up to and including termination of the employment or other relationship.

Interference with—or an attempt to interfere with—the making of a report required by this Policy and/or applicable law also may result in civil or criminal liability.

U. **What About Training?**

The Church will provide training on what may constitute Child Abuse under this Policy so that Covered Individuals (1) refrain from it and (2) know when to report it.

The Church also will provide training on “grooming.” Grooming is a method used to gain trust with the child and/or his or her adults in an effort to obtain access to a child as a precursor to Child Abuse. Even if grooming does not lead to Child Abuse, it is still unacceptable and is cause for corrective action.

The Church will provide/offer/make available other training from time to time.

V. **What Supervisory Practices Should Be Followed?**

The Church has developed supervisory practices to minimize the potential for sexual or other Child Abuse. **See Addendum C.** The Church acknowledges that emergency and other special circumstances may arise that may make it impractical to follow these supervisory practices at all times.

Absent emergency or other special circumstances, the Church expects Covered Individuals, to the extent reasonably possible, to comply with these supervisory practices.

Failure of a Covered Individual to follow supervisory practices absent emergency circumstances will subject the individual to appropriate corrective action up to and including termination of the employment or other relationship.



W. **Corrective Action**

The Church will take appropriate corrective action, up to and including termination of the employment or other relationship, if the Church concludes, based on its own investigation and/or that of applicable legal authorities, that a Covered Individual (or anyone else who provides services directly or indirectly to the Church) has:

1. Engaged in Child Abuse, as defined by this Policy, of:
 - (a) any child participating in Church-sponsored activities or
 - (b) any other identifiable child.
2. Failed to report Child Abuse as required by this Policy (including, in the case of mandated reporters, as required by applicable law).
3. Engaged in prohibited interference.
4. Engaged in prohibited retaliatory conduct.
5. Failed to follow supervisory practices or other requirements imposed by the Church.
6. Engaged in other unacceptable conduct, even if the conduct does not rise to the level of Child Abuse as defined by this Policy. This may include, but is not limited to, grooming.

Individuals may be required to refrain from participating in certain Church-sponsored activities as part of corrective action under this Policy.

An individual whose employment or other relationship is terminated pursuant to this Policy is ineligible to enter into any future employment, contractual and/or volunteer relationship with the Church.

X. **Conclusion**

The ultimate goal of this Policy is to create and provide secure conditions where children can thrive and where the Lord and His angels are genuinely present. By exercising care and vigilance to keep our children safe, we can help build communities on earth that truly mirror Heaven and the environments of innocence and peace that rule there.

Addendum A

Sexual Abuse or Exploitation of a Child

1. **WARNING: This Addendum includes specific examples, some of which are graphic in nature. As difficult as it may be to read these examples, it is important that they be included to minimize the risk that such prohibited conduct will occur and to maximize the likelihood that individuals understand the broad range of suspected conduct to be reported. There is no place for the types of conduct set forth below in any Church-related activities; the Church must be a place of safety, comfort and sanctuary**

Subject to paragraph 3 below, for purposes of this Policy, **sexual exploitation or abuse of a child** includes, but is not limited to, (a) intentionally, knowingly or recklessly (b) by way of any act or failure to act (c) engaging in, causing, substantially contributing to or increasing the reasonable likelihood of (d) any of the following:

- Engaging the child in sex trafficking or other trafficking, including slave labor
- Engaging the child in prostitution
- Engaging the child in the production of pornography
- Raping a child
- Sexually assaulting a child
- Engaging in indecent exposure in the presence of a child
- Performing any other sexual activity of any kind with a child
- Performing sexual activity of any kind in the presence of a child
- Simulating sexual activity of any kind with or in front of a child
- Encouraging, persuading or coercing a child to engage in sexual activity of any kind
- Physical touching of a child's sexual or other intimate parts, clothed or unclothed
- Encouraging the physical touching by a child of another person's sexual or other intimate parts, clothed or unclothed
- Looking inappropriately at a child's sexual or other intimate parts
- Exposing an adult's sexual or other intimate parts to a child or other forms of exhibitionism (including inappropriately touching one's own sexual or other intimate parts in the presence of a child)
- Asking a child to expose his or her sexual or other intimate parts absent a legitimate reason, for example, good faith medical or hygienic reasons



- Showing a child pornographic, sexually explicit or sexually suggestive materials, videos, pictures, etc.
- Using a child in any capacity in the production of pornographic, sexually-explicit or sexually-suggestive videos, pictures, materials, etc.
- Photographing, filming, videotaping or otherwise recording through any means a child engaging in actual or simulated sexual activity
- Capturing images of a child's sexual or other intimate parts (for example, by way of mobile phone) and/or posting on social media, the Internet or otherwise a picture of a child's sexual or other intimate parts (or any other posting, even if the child's sexual or other intimate parts are covered, if the posting carries with it a sexual, suggestive or other inappropriate message)
- Participating in sexually explicit or suggestive conversation with or in the presence of a child in person, by telephone, by computer or by a computer-aided device, via e-mail or text, in a chat room, as part of a video game or in the context of social media (for example, direct messages)
- Actual or simulated sexual activity by a child for the purpose of producing a visual depiction, including photographing, videotaping, computer depicting or filming
- Engaging in child sex tourism, which is the sexual exploitation of children by a person or persons who travel from their home district, home geographical region, or home country in order to have sexual contact with children
- Engaging in any form of voyeuristic activity involving a child
- Employing, using, persuading, inducing, enticing or coercing a child to engage in or assist another individual to engage in any sexual activity or conduct
- Engaging in conduct that might constitute one or more of the crimes of rape, involuntary deviate sexual intercourse, indecent assault, sexual assault, indecent exposure, prostitution, incest, sexual contact with a minor, or sexual exploitation of any kind or degree, or substantially similar equivalent offenses in the relevant jurisdictions.
- Each of the above examples of prohibited conduct includes:
 - Engaging a child to assist with such prohibited conduct
 - Encouraging a child to engage in or assist with such prohibited conduct, even if the child does not actually engage in or assist with such conduct



2. What is sexual activity?

Sexual activity includes, but is not necessarily limited to, conduct that involves the adult's and/or the child's sexual or other intimate parts.

- a. What are sexual or other intimate parts? Think of those areas that could be covered by a bathing suit. This would include breasts, genitals, groin, inner thigh and buttocks.
- b. For purposes of this Policy, prohibited "touching" of sexual or other intimate parts can be with a hand, finger, mouth or other body part or with an object or instrument (with or without penetration).

3. What is not sexual activity?

- a. Examples:
 - (i) Accidental touching of sexual or other intimate parts that are clothed, such as when assisting a child with a car seat belt.
 - (ii) Appropriately helping a child with grooming, toileting or the like.
 - (iii) Appropriately discussing sexual matters or appropriately displaying sexual material in the context of counseling or educational instruction.
- b. There may be other narrow exceptions based on context.

Addendum B

Reporting to Applicable Legal Authorities

State	Reporting Agency	Contact Information
Alabama	Alabama Department of Human Services	County-by-county reporting: http://dhr.alabama.gov/counties/county_select.aspx
Alaska	Alaska Department of Health and Social Services, Office of Children's Services	1-800-478-4444; reportchildabuse@alaska.gov
Arizona	Arizona Department of Child Safety	1-888-SOS-CHILD (1-888-767-2445)
Arkansas	Arkansas Department of Human Services, Child Protective Services	1-800-482-5964; www.stopchildabuse.com
California	California Department of Social Services	County-by-county reporting: https://www.cdss.ca.gov/reporting/report-abuse/child-protective-services/report-child-abuse
Colorado	Colorado Department of Human Services	1-844-CO-4-Kids (1-844-264-5437)
Connecticut	Connecticut State Department of Children and Families	1-800-842-2288
Delaware	Delaware Department of Services for Children, Youth and their Families	1-800-292-9582; www.ISeeTheSigns.org
District of Columbia	District of Columbia Child and Family Services Agency	1-202-671-SAFE (1-202-671-7233)



State	Reporting Agency	Contact Information
Florida	Florida Department of Children and Families	1-800-96-ABUSE (1-800-962-2873); https://reportabuse.dcf.state.fl.us/
Georgia	Georgia Division of Family and Children Services	1-855-GACHILD (1-855-422-4453)
Hawaii	Hawaii Department of Human Services, Child Welfare & Adult Protective Services	Child Abuse/Neglect: 1-808-832-5300 or 1-888-380-3088 (toll free); Child Trafficking: 1-808-832-1999 or 1-888-398-1188 (toll free)
Idaho	Idaho Department of Health and Welfare	Statewide: 1-833-552-KIDS (1-855-552-5437); Treasure Valley: 1-208-334-KIDS (1-208-334-5437)
Illinois	Illinois Department of Children & Family Services	1-800-25-ABUSE (1-800-252-2873)
Indiana	Indiana Department of Child Services	1-800-800-5556
Iowa	Iowa Department of Human Services	1-800-362-2178
Kansas	Kansas Department for Children and Families: Kansas Protection Report Center	1-800-922-5330
Kentucky	Kentucky Child/Adult Protective Services Reporting System	1-877-597-2331; https://prdweb.chfs.ky.gov/ReportAbuse/OutofHours.aspx
Louisiana	Louisiana Department of Children & Family Services	1-855-4LA-KIDS (1-855-452-5437)
Maine	Maine Child and Family Services	1-800-452-1999
Maryland	Maryland Child Protective Services	County Numbers: https://dhr.maryland.gov/child-protective-services/reporting-suspected-child-abuse-or-neglect/?page_id=4631



State	Reporting Agency	Contact Information
Massachusetts	Massachusetts Department of Children & Families	800-792-5200
Michigan	Michigan Department of Health & Human Services	855-444-3911
Minnesota	Minnesota Department of Human Services	County and Tribal Numbers: https://mn.gov/dhs/people-we-serve/children-and-families/services/child-protection/contact-us/
Mississippi	Mississippi Department of Child Protection Services	1-800-222-8000; https://www.mdcps.ms.gov/report-child-abuse-neglect/
Missouri	Missouri Department of Social Services	1-800-392-3738; https://dss.mo.gov/cd/keeping-kids-safe/can.htm
Montana	Montana Department of Health and Human Services	1-866-820-5437
Nebraska	Nebraska Department of Health and Human Services	1-800-652-1999
Nevada	Nevada Division of Child & Family Services	1-833-803-1183 (statewide); 1-702-399-0081 (Clark County); 1-833-900-SAFE (Washoe County)
New Hampshire	New Hampshire Department of Health and Human Services	1-603-271-6562
New Jersey	New Jersey Department of Children and Families	1-877-NJ-ABUSE (1-877-652-2873)
New Mexico	New Mexico Children, Youth & Families Department	1-855-333-SAFE (1-855-333-7233)



State	Reporting Agency	Contact Information
New York	New York Child Protective Services	1-800-342-3720
North Carolina	North Carolina Child Protective Services	County-by-County Numbers: https://www.ncdhhs.gov/divisions/social-services/local-dss-directory
North Dakota	North Dakota Child Protection Services	County-by-County Numbers: https://www.nd.gov/dhs/locations/countysocialserv/index.html
Ohio	Ohio Department of Job and Family Services	1-855-O-H-CHILD (1-855-642-4453)
Oklahoma	Oklahoma State Department of Health	1-800-522-3511
Oregon	Oregon Department of Human Services	1-855-503-SAFE (1-855-503-7233)
Pennsylvania	Pennsylvania Department of Human Services	1-800-932-0313 www.compass.state.pa.us/cwis
Rhode Island	Rhode Island Child Protective Services	1-800-RI-CHILD (1-800-742-4453)
South Carolina	South Carolina Department of Social Services	County-by-County Numbers: https://dss.sc.gov/contact/
South Dakota	South Dakota Department of Social Services	1-877-244-0864
Tennessee	Tennessee Department of Children's Services	1-877-237-0004
Texas	Texas Department of Family and Protective Services	1-800-252-5400
Utah	Utah Department of Child and Family Services	1-855-323-3237



State	Reporting Agency	Contact Information
Vermont	Vermont Department for Children and Families	1-800-649-5285
Virginia	Virginia Department of Social Services	1-800-552-7096
Washington	Washington State Department of Children, Youth & Families	Regional Numbers: https://www.dcyf.wa.gov/safety/report-abuse
West Virginia	West Virginia Department of Health & Human Resources	1-800-352-6513
Wisconsin	Wisconsin Department of Children and Families	County-by-County Numbers: https://dcf.wisconsin.gov/reportabuse
Wyoming	Wyoming Department of Family Services	County-by-County Numbers: http://dfsweb.wyo.gov/social-services/child-protective-services

Addendum C

Supervisory Practices

The supervisory practices that follow are only examples. We ask all Covered Individuals to share with the CPC any supervisory practices that they are using that are not referenced below or that they believe the Church should consider adopting. From time to time, the CPC may share additional supervisory practices.

Whenever reasonably possible, two adults should be present to supervise activities involving children. Both should be age 18 or over and have undergone a background screen.

Where it is not reasonably possible to have two adults present supervising (school classrooms, Sunday School classrooms, academic or confidential counseling settings, etc.), there should be a second adult in the building or vicinity who has visible and physical access to the setting. **(Note: Ongoing individual psychological or pastoral counseling of a child requires approval by a parent or guardian of that child.)**

During day-long or overnight trips involving children, two adults should be present whenever reasonably possible. Both should be age 18 or over and have undergone a background check. Whenever reasonably possible and appropriate, there should be both a male and female adult, preferably a married couple, present for any day-long or overnight trip. On overnight trips, separate accommodations are required for adults and children, unless there is an extenuating circumstance, such as a health or safety issue involving a child.

Ordinarily, in the absence of special circumstances, no adult will be alone in a room, automobile or any secluded setting with a child. If an adult is giving an automobile ride to a child, a parent or guardian of that child must give prior approval, and a supervisor or pastor must be notified.

Adults participating in Church activities and trips must ensure that children have adequate personal privacy, particularly when using restrooms, changing clothes and showering. Appropriate, modest attire is required for everyone at all times. Unauthorized and/or inappropriate use of cameras, imaging, and digital or electronic devices is prohibited.

A child will be released from an activity only to a parent or guardian of that child. A child will not be released to anyone else unless it can be ascertained that written permission has been given by a parent or guardian of that child.

All contact with children will be within the bounds of the sanctioned role and competence of each individual adult.

At all times, every Covered Individual will maintain a professional relationship with children, avoiding inappropriate:

- Language;



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- Topics;
- Humor;
- Questions or requests;
- Messages or signals;
- Disclosures or sharing;
- References; and
- Physical contact.

If a Covered Individual is not sure whether any speech or action might be, or could be, construed as inappropriate or unprofessional, or otherwise a violation of this Policy, he or she should not engage in that speech or action and, if necessary, should seek guidance from his or her immediate supervisor or a pastor before proceeding.