

Neglect & Abuse Prevention Policies Istrouma Baptist Church Baton Rouge, Louisiana

Section 1: GENERAL POLICIES

I. Goal

It is the goal of the Istrouma Baptist Church to provide a safe environment for the physical and emotional well-being of all children under age 18 and adults with judgmental limitations, who participate in church activities, including all daily or temporary programs. The church will provide all employees and volunteers a copy of these policies and enforce these policies that are designed to protect individuals and groups described above while attending scheduled activities.

Future revisions to these policies may be made with authorization of the Senior Pastor, the Pastoral Lead Team, and affirmed by the church-appointed Legal & Finance Team.

II. Definitions

- *Child or children* - includes all persons under the age of eighteen (18) years.
- *Adults with judgmental limitations* - persons 18 or older deemed unable to reliably differentiate between appropriate versus inappropriate conduct.
 - The two people groups persons described above are hereinafter referred to “as *individuals or groups these policies endeavor to protect.*”
- *Worker(s)* – Paid or volunteer workers with children less than 18 years of age or with adults with judgmental limitations.

III. Pre-employment selection and screening procedures for workers

It is the goal of the **Istrouma Baptist Church** (hereinafter referred to as “*the church*”) to adequately screen the applications of persons desiring to work with individuals or groups these policies endeavor to protect, including participants in any daily or temporary childcare programs.

IV. Classification of workers

In order to screen workers appropriately for their responsibilities, the ministerial staff person responsible for each ministry area will categorize worker positions under one of two groups: (1) *Primary* and (2) *Secondary*. These terms refer to the relative levels of a worker’s responsibility and risk within the environments of the individuals or groups these policies endeavor to protect. Workers in both categories are required to complete the ***Paid or Volunteer Worker Application*** form (See sample in Section 4, Form #1) and meet the primary screening standards therein.

- Category 1: *Primary workers* - includes all paid staff workers plus those volunteers applying for positions carrying roles deemed by the ministerial staff person in charge of the ministry area to carry greater responsibility or risk. Must be eighteen (18) years of age or above.
- Category 2: *Secondary workers* - individuals who regularly or occasionally interact with the people these policies endeavor to protect but do so in less risky circumstances; i.e., volunteers who see children only in a group setting, on church premises, or who interact with children in the presence of an approved primary worker. This category may also include parents of participants who help supervise activities. All volunteer workers under the age of eighteen (18) will be considered secondary workers and must work under the supervision of a Category 1 worker.

V. Six-month rule

No volunteer in either category level will be allowed to work with individuals or groups these policies endeavor to protect in any capacity until they have verifiably attended and participated in other activities of our church for a minimum of six (6) months. This time allows interaction between the church's leadership and the applicant for better evaluation and suitability of the applicant for working with individuals or groups these policies endeavor to protect. The six-month rule may be waived with the authorization of the Pastoral Lead Team, as in the case of a new paid staff member. If waived, program ministers must take additional steps to screen the applicant.

Exception: The only exception allowed to this rule is for the Istrouma Sports Organization. Non-members with less than six (6) months verifiable church participation will be allowed to coach athletic teams and assist with other activities related to the sports ministry *in group settings only*. However, those volunteers must meet all the other requirements of this policy.

VI. Worker Applications

Applicants who will work with individuals or groups these policies endeavor to protect must complete and sign a ***Paid or Volunteer Worker Application*** form (See sample in Section 4, Form #1), whether for a paid or volunteer position. The person in charge of the ministry area in which the worker would serve will personally conduct the interview process, including soliciting from the applicant the completed worker application form which includes permission for references and criminal background checks. For paid applicants only, whether full time or part time, the minister who supervises the ministry area in which the applicant would serve will also interview the applicant and provide a letter of approval or rejection to the Administrator. The Administrator will inform the church-appointed Personnel Team regarding all paid personnel changes.

The church keeps confidential all information received in the applicant selection process. Such information will be stored with access afforded only to appropriate church staff and/or teams on a need-to-know basis. If the church learns of false, misleading or amended information on an application that could cause potential danger to individuals or groups these policies endeavor to protect, or other liability to the church, that person will be terminated.

Note: Employees or volunteers who had been accepted to work with individuals or groups these policies endeavor to protect BEFORE September 1, 2013 are not required to fill out the Paid or Volunteer Worker Application.

VII. References

Primary and secondary applicants must be willing to provide at least two (2) character references, whether volunteer or paid. References can be checked by phone, mail, or in person. Information gained in these checks will be kept in the applicant's personal file in the Administration Office.

VIII. Criminal background check

No one who has been convicted, pled guilty, or no contest to a crime involving misconduct with children, or adults with judgmental limitation, will be allowed to work with individuals or groups these policies endeavor to protect.

A local and nationwide criminal background check and child abuse registry check is required for **all** worker positions with individuals or groups these policies endeavor to protect before being awarded said position whether for paid or volunteer positions, **except for those under 18 years**

old who assist adult workers. In addition, the applicant agrees to allow these checks to be repeated on a regular basis as determined by the church for as long as that person holds a paid or volunteer position in the church.

Completing the ***Paid or Volunteer Worker Application*** form (See sample in Section 4, Form #1) authorizes the church to conduct these checks. Background checks are kept confidential in a secure file with access afforded only to appropriate church staff and/or teams on a need-to-know basis. A designated church representative will conduct said criminal background checks notifying the appropriate minister and the Church Administrator the results of that report when it is received. The applicant shall be allowed to review any background report received which is used to deny the applicant permission to work as a paid or volunteer worker.

IX. Vehicle safety

Persons who drive church owned or privately-owned vehicles conducting church business or transporting individuals or groups these policies endeavor to protect must be able to furnish a current valid Louisiana driver's license and proof of auto and personal injury liability insurance, and comply with all other policies.

X. First aid training

It remains the goal of the church that paid employees who work with individuals or groups these policies endeavor to protect will maintain current certification in basic first aid and basic CPR (or the equivalent) as required by applicable licensing requirements or other local regulations. The church will pay costs related to this training. Full time employees will be allowed comparable compensation time off if training occurs outside regular work hours. Volunteer workers are encouraged, but not required, to get training if they frequently accompany individuals or groups these policies endeavor to protect on events such as recreational activities, camps, retreats, mission trips or any other activity with an element of risk.

XI. Identification of workers

All employees or volunteers who are accepted to work with individuals or groups these policies endeavor to protect must consent to be photographed, with copies of those photographs kept in their personnel file.

XII. Acknowledgement of church policies

All applicants must acknowledge in writing that they have received a printed copy of these policies, they understand them, and agree to abide by them for protection of individuals or groups which these policies endeavor to protect. This requirement will be met by having applicants sign the **Acknowledgement of Receipt** form (See sample in Section 4, Form #4).

Section 2: POLICIES APPLICABLE TO ALL PRIMARY AND SECONDARY WORKERS HAVING CONTACT WITH CHILDREN ONLY.

I. Safety of children

It is the responsibility of all persons having contact with children who participate in church programs to promote the emotional and physical safety of the participants, giving regard to all factors and circumstances known to them. If, in their opinion, an unsafe condition exists, such persons shall immediately take appropriate precautions under the circumstances to protect all children. Nothing contained in any other church policy, procedure or instruction shall be construed to relieve persons having contact with children from this responsibility.

II. Preschool and children checkin and pickup policy

The church will have in place an identification system ensuring that only a child's parents or another person(s) authorized by a child's parents can drop off or pick up child at any church event. The paid staff minister in charge of each ministry area shall ensure the above system is in place.

III. Two Worker Rule

A minimum of two workers will be in attendance at all times when children under 18 are being supervised during a church activity, regardless of the number of participants, location or activity. At least one of these must be a primary worker or paid staff worker. These two workers cannot be related to one another.

- Exception: Some students (sixth-twelfth grades) may have only one primary worker in attendance in approved cases by the minister in charge. In these instances, doors to classrooms will remain open, or the meeting will take place in an open area with other students and/or adults.
- Exception: Workers related to one another may serve together in certain situations upon special approval by the minister in charge of said ministry area.
- In situations where two workers are scheduled but one of those does not arrive on time, or is absent for the entire event(s), the minister overseeing the event(s) must be notified and take whatever precautions are necessary to ensure the participant's safety and protection as best he/she can.

IV. Observation of preschool and children

Church activities for preschool and children should be scheduled in areas visible from adjoining areas. Such visibility will be maintained by leaving curtains and blinds open and, wherever possible, by leaving the door to the room open. Reasonable exceptions to this rule may be made by the minister in charge where seclusion is necessary for rest, provided two approved workers are present in the room at all times. At no time will an adult meet alone with a child in any room where the door is closed or in an area where they cannot be seen.

V. Ratio of workers to children

It is required that a reasonable ratio of workers to children is maintained at all times involving the supervision of children. The ministerial staff member responsible for the ministry division shall be primarily responsible for setting and maintaining a reasonable ratio of workers to children giving due regard to all factors present, including the number and age of the participants, the nature of the activities and the location where the activities are taking place.

VI. Ministerial and staff oversight

The ministerial staff member responsible for each division shall coordinate with the respective ministry coordinators to ensure ongoing supervision of all workers. This should include regular unannounced visits into classes and other program sites.

VII. Children's pickup

Children through grade 5 are not permitted to leave the area of a church activity at the conclusion of the scheduled activity until released to an authorized adult. Parents must be notified of this rule and be supportive of it in order for a child to continue participating.

If a parent or guardian does not pick up a child on time, the child will be kept by their approved workers in an area where safe supervision can continue until the parent or guardian is located. Children whose parents are habitually late in picking up their child, after proper warning, will not be allowed to continue attending the event.

No child shall be taken from church property, either unattended or in a group without specific parental permission.

VIII. Release of claims

Prior to participating in an event defined below a Medical Release form (**See sample in Section 4, Form # 2**) must be executed by a parent or the legal guardian of a participant 18 years and under and notarized. The form will remain on file in the church office and remain in force and effect unless and until revoked in writing by the parent or legal guardian and which revocation is actually delivered to Istrouma Baptist Church. Defined events mentioned above include only:

1. Any event involving travel 25 miles or more from the main church campus, or
2. Any event involving overnight stay away from a child's home, or
3. Events on or off the church campus scheduled on consecutive days beyond the first day.

(Note: The church will offer at least two opportunities each calendar year for mass execution of these forms before a Notary Public at the church's expense. Otherwise parents and/or legal guardians are responsible for all notary public fees.)

While the church prefers that this form be on file for any and all church scheduled events involving children 18 years of age and younger reality dictates that it is sometimes impossible, at other times over burdensome and/or impractical. However, all such forms on file in the church's possession will apply to any and all events for that child.

SECTION 3: Identifying and Reporting Suspected Abuse

I. Informing Workers

Ministers who oversee ministry areas are responsible to see that all paid and volunteer workers receive a copy of the **SUMMARY OF LOUISIANA CHILD ABUSE OR NEGLECT REPORTING LAW** (See Section 4, Form #3) and sign a copy of the **Acknowledgement of Receipt of the Abuse Prevention Policy** form (See sample in Section 4, Form #4)

II. Reporting policy

It is the policy of the church to report any incident of abuse or neglect toward individuals or groups these policies endeavor to protect. This would include participants in temporary childcare programs. The following action is required:

- a. Do not treat any suspicion as frivolous.
- b. Notify your supervisor immediately.
- c. The ministerial staff member in charge should suspend the accused person from performing all duties involving children until an official investigation has been completed.
- d. Cooperate fully with law enforcement officials.
- e. The pastor or his agent, under directives determined by the church's legal counsel, will inform the victim and victim's family of the steps that are being taken, and continue to keep them advised of the status of the investigation.
- f. If an incident of abuse is confirmed, the church will immediately dismiss the suspected worker from his/her position. Termination will be considered appropriate under these circumstances.
- g. In instances where evidence is inconclusive, the church will take action with advice from legal counsel in consultation with law enforcement officials, depending on the strength of the evidence available and after consideration of the victim and the victim's family's requests.

- h. The pastor, in consultation with legal counsel, will determine the amount of information he believes is appropriate to relate to the congregation. Usually commenting in detail on an ongoing investigation is not wise.

III. Reporting required

Anyone who has reasonable cause to believe that a child under 18 suffers from physical, sexual or emotional abuse, welfare or neglect, in our church, at home, or under the control of another individual or organization must, **by law**, report that belief according to the following procedure:

- a. The worker shall report such belief to the minister in charge of that particular ministry, then in that official's presence, report the suspicion to **Louisiana Office of Child Welfare 800-452-5437**.
- b. The pastor or his agent will notify the parents of the child (unless the parent is the person suspected of the abuse or neglect).
- c. The pastor, or his agent, will notify the appropriate legal counsel.

IV. Incident report

The person reporting a suspected case of abuse to the LA Office of Child Welfare must file a written report of the matter to the minister in charge of the ministry area in which he/she is serving which includes the following information:

- a. The name and address of the child.
- b. The name and address of the person responsible for the care, custody, or welfare of the child..
- c. The name of the purported perpetrator and the nature of the suspected or witnessed abuse.
- d. Any other pertinent information concerning the alleged or suspected abuse or neglect.

V. Confidentiality

All reports of abuse or neglect shall be held in absolute confidence. No church employee shall communicate any information concerning the alleged event to any person except as necessary to cooperate with any official investigation. Any breach of this confidentiality by an employee of the church shall be cause for immediate dismissal. The pastor, in consultation with the official conducting the investigation may authorize limited additional disclosure if necessary to protect other children from harm, particularly where the person responsible for the abuse cannot be identified. But in no case shall the identity of the victim or the accused person be disclosed except as required by law.

VI. Investigation of alleged abuse or neglect

No person shall attempt to conduct an investigation through examination or interrogation of the individuals or groups this policy seeks to protect, or the accused person, or a witness. It is acceptable to obtain a reasonable amount of information if abuse of a child is suspected or occurred. However, detailed interviews shall be conducted only by authorized officials of the agency to whom the suspected crime has been reported or, when appropriate, by legal counsel or persons representing the church in an official capacity. All employees and volunteers of the church shall cooperate with the official investigation as requested.

VII. Suspension of church related duties

A person accused of abuse or neglect will be suspended immediately following an accusation of being an abuser from all church related duties involving individuals or groups these policies endeavor to protect. This would include all childcare, teaching, transportation or sponsorship duties. The Personnel Team of the church is not authorized to conduct an investigation of the incident but is allowed to monitor any investigation and receive confidential information

concerning the incident as may be necessary to determine issues concerning continuation of employment and compensation. The person accused should be suspended on 'paid leave' until the investigation is completed. This removal from duty should occur in such a way that an innocent person is not immediately deemed guilty. When false claims and/or accusations are made, and the allegation is determined to be unsubstantiated, the accused employee can be returned to his/her prior position.

VII. Preservation of records

The Church Administrator will be responsible to ensure that all allegations of abuse are thoroughly documented. Copies of all documents relating to an event of abuse or neglect, including a list of all persons known to be present or in the vicinity shall be transferred to the pastor or his agent. They will review them to determine if the documents are complete in accordance with church policy. If any documents are missing, they shall make a written notation and transfer the documents to the church business administrator who shall retain them under existing privacy policies until advised that all criminal and civil investigations and actions have been completed.

IX. Ministerial care

The ministerial staff shall encourage and assist abused or neglected individuals this policy seeks to protect, including the parents of abused children to secure appropriate counseling, care and support. In the event the abuse or neglect involves a member or employee of the church, the staff shall encourage and assist the individual in securing appropriate pastoral care and support, including third party counseling, being mindful of the potential for a conflict of interest. All persons shall act towards the abused individual and their parents or guardians, and the accused, in accordance with the principles of Christianity at all times.

XI. Liaison with the community

The Senior Pastor, or his appointed agent, or the church's legal counsel, will serve as the church's sole access to the media. The church should emphasize to the public its position on child abuse, its concern for the victim and the extensive steps being taken to address the safety of all who attend the church.

SECTION 4: Forms

Download all forms at istrouma.org/forms

Form #1

Paid or Volunteer Worker Application

This application is to be completed by all applicants for positions involving teaching, supervising or custody of children and/or adults with judgmental limitations as defined in these policies. It will assist the church in providing a safe and secure environment for those participating in the ministries of the church who cannot oversee their own safety.

Date: _____

Full Name: _____

Address _____ City _____ State ____ Zip Code _____

Home Phone _____ Cell Phone _____ Business Phone _____

Driver's License No. _____ State ____ Expiration Date _____

Date of Birth _____

Position applying for _____

Position category (Check one): () Primary position () Secondary position

Date you would be available _____ Days of the week available _____

When did you make your profession of faith in Christ? _____

Are you a member of this church? Yes ____ No ____

Please list the names and locations of other churches that you have attended regularly within the last 10 years. _____

Please list the names and email addresses of two members of Istrouma Baptist Church who can provide a personal reference:

1) _____ Email address _____

2) _____ Email address _____

List below two people who have known you for at least 5 years who can provide a character reference:

Name _____

Name _____

Address _____

Address _____

Email Address _____

Email Address _____

Phone # _____

Phone # _____

In addition to the above references, list below information of a former supervisor you have worked under (**paid position applicants only**):

Name _____
Address _____
Email Address _____
Phone # _____

Because we care for our all people who participate in the ministries of our church and desire to ensure their safety, both paid and volunteer workers are required to answer the following questions. We understand that your responses are personal and we will protect your privacy.

1. Have you ever been known by another name?
Yes ____ No ____ . If yes, please explain: _____

2. During your lifetime, have you ever been arrested for molesting or abusing another person, accused of physical assault, or a sexual offense of any nature?
Yes ____ No ____ . If yes, please explain: _____

3. Have you ever been prosecuted, pled guilty or no contest for any sexual offense and/or child abuse or molestation?
Yes ____ No ____ . If yes, please explain: _____

4. Are you willing to be photographed for confidential church personnel records?
Yes ____ No ____
5. Are you willing to wear a photo identification nametag whenever you are supervising children?
Yes ____ No ____

Applicant Statement

I hereby certify that I have read and completed the above application. My answers are true and correct to the best of my knowledge. I submit and give permission for the church to maintain my photograph on file. I also agree to execute **Form #5 (See sample #5 in Section 4)** allowing the church to conduct criminal-court background checks on me now and at regular intervals. If allowed to work with children, or adults with judgmental limitations, I agree to observe and be bound by the bylaws and policies of Istrouma Baptist Church.

I hereby authorize all persons, schools, organizations and law enforcement agencies to supply Istrouma Baptist Church with any information concerning my character or background in connection with working with children, or adults with judgmental limitations, and I hereby release them from liability or damages which may occur as a result of their response to this request.

I authorize Istrouma Baptist Church to supply my service record, in whole or part, to any prospective or future organization or agency with a legal and proper interest in them. I understand that if allowed to serve, that any misrepresentation made by me in this application shall be considered sufficient cause for my dismissal without advance notice. I have been apprised of and support the church's position regarding the problem of abuse and neglect.

Signature: _____ Date: _____

Form #2 (Page 1 of 2)

Medical Release Form

Each participant attending any or all Istrouma Baptist Church scheduled (retreats, conferences, camps, etc.) must complete this form. This form will be kept on file in the Istrouma Baptist Church office and will remain effective for any authorized Istrouma Baptist Church event this person participates in until said participant's parent or guardian nullifies this form via written request. **NOTE: This form must be notarized by a legal official before two (2) witnesses.**

Name _____ Date of Birth _____ Grade _____

Street Address _____

City _____ State _____ Zip Code _____

E-mail Address _____ Phone # _____

Are you a member of Istrouma Baptist Church? Yes No

Primary Physician _____ Phone # _____

Health Insurance Company _____ Policy Number _____

Insurance Company Phone # _____ Group # _____

Do you have any special health issues Istrouma Baptist Church should be aware of? Yes No

If so, please explain: _____

MEDICAL HISTORY:

Immunizations: Tetanus/Date _____ Polio Booster Measles Mumps

Other: _____

CHECK BOX BELOW IF YOU HAVE EXPERIENCED...

- Asthma Sinusitis Bronchitis Kidney issues Diabetes
- Heart issues Dizziness Stomach issues Hay Fever Fainting Spells
- Sleepwalking Epilepsy Other: _____

List medicines taken on a regular basis (including all prescriptions):

- Allergies Foods _____
- Penicillin or other drug (name) _____
 - Insect stings/bites (name) _____
 - Poison sumac, oak, ivy, etc. _____

Previous surgical operations or illnesses _____

Do you swim? Yes No Advanced Beginner

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MEDICAL POWER OF ATTORNEY
AND
RELEASE OF LIABILITY AND HOLD
HARMLESS AGREEMENT

STATE OF LOUISIANA

PARISH OF _____

BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC and two competent witnesses,
personally came and appeared _____ who, after being

(name of parent or guardian)

sworn did depose and state that (s)he as the legal parent or guardian of
_____ and does hereby grant,

(name of child)

without reservation, to Istrouma Baptist Church through employees, agents and representatives designated by Istrouma Baptist Church full and complete authority to make all medical decisions concerning the child named above including but not limited to the choice of means of transportation to and the choice of medical facilities, doctors, nurses, healthcare providers, treatment plans, surgery and all other medical procedures including but not limited to injection and/or administration of medicines, anesthetizing agents and other solutions, bandages, slings, casts and other medical devises which are medically necessary in the event that medical care must be rendered in an expeditious manner for the safety, comfort, wellbeing and/or health of said child. As the parent or guardian of said child, I hereby authorize and direct the person(s) designated by Istrouma Baptist Church to incur on behalf of the child such costs and expenses as are necessary to render transportation and medical care to the child named above and that, as the above named parent or guardian, I shall be solely and completely liable for such costs and expenses so incurred. I also understand that if my son or daughter needs to be sent home for any reason (i.e. illness, injury, or disciplinary), I will be contacted at one of the numbers below and I will be responsible for any and all expenses incurred. This medical power of attorney shall remain in force and effect unless and until I revoke same in writing and which revocation is actually delivered to Istrouma Baptist Church.

Emergency contact numbers: _____ or _____

THUS DONE AND SIGNED on this ___ day of _____, 201__.

Witnesses:

X _____
Print witness name: _____

X _____
Print parent name: _____

X _____
Print witness name: _____

_____, Notary Public # _____

Form #3:

**SUMMARY OF LOUISIANA CHILD ABUSE OR NEGLECT REPORTING LAW
L.S.A.-R.S. 14:403; LA. CHILDREN'S CODE ARTS. 601-616)**

Criminal statute L.S.A.-R.S.14:403 specifies that any person in the Children's Code who is required to report abuse or neglect, including sexual abuse of a child under age 18, is to report information to authorities when that person has cause to believe a child's physical or mental health or welfare is endangered. Willful and knowing failure to report can result in \$500.00 fine or imprisonment for six (6) months, or both.

La. Children's Code Art. 603 defines those persons who must report child abuse as mandatory reporters, which include: any person who provides health care services, e.g., doctors, nurses, technicians; mental health or social services professionals who provide counseling services to a child or his/her family; members of the clergy; teaching or child care providers; law enforcement officers and commercial film processors.

Art. 603 (13) (c) provides an exception to the mandatory reporting requirement for a "Member of the clergy." He is not required to report a confidential communication, i.e., "one made privately and not intended for further disclosure except to the persons present in furtherance of the communication from a person." If the member of the clergy, in the course of the discipline or practice of that church, denomination, or organization, is authorized or accustomed to hearing confidential communications, and under the discipline or tenets of the church, denomination, or organization has a duty to keep such communications confidential. In that instance, the member of the clergy shall encourage that person to report the allegations to the appropriate authorities.

Art. 610 is the reporting procedure that requires mandatory reporters to immediately report to local child protection unit of Department of Social Services in cases where the abuser is believed to be a parent, caretaker, a person who maintains an interpersonal dating or engagement relationship with the parent or caretaker, or a person living in the same residence with the parent or caretaker as spouse whether married or not. If such a person or caretaker is not believed to have any responsibility for the abuse or neglect, the report should be immediately made to the appropriate local or state law enforcement agency. Dual reporting shall be permitted.

The initial report may be verbal, and should contain the following information, if known:

- (1) name, address, age, sex and race of the child;
- (1) nature, extent and cause of child's injuries or endangered condition, including any previous known or suspected abuse to the child or child's siblings;
- (2) name and address of parent(s) or caretaker;
- (3) names and ages of all other members of child's household;
- (4) name and address of the reporter;
- (5) account of how child came to reporter's attention;
- (6) explanation of cause of child's injury or condition offered by child, the caretaker

Form #4:

Acknowledgement of Receipt of the Neglect and Abuse Prevention Policy
&
**SUMMARY OF LOUISIANA CHILD ABUSE OR NEGLECT REPORTING LAW (L.S.A-R.S.
14:403; LA 601-616)
Istrouma Baptist Church
Baton Rouge, Louisiana**

I acknowledge below by my signature that I have been given a copy of both the SUMMARY OF LOUISIANA CHILD ABUSE OR NEGLECT REPORTING LAW (L.S.A-R.S. 14:403; LA 601-616) and the *Neglect and Abuse Prevention Policy* of Istrouma Baptist Church. I have read and understand both documents. I understand that my services as an employee or volunteer worker of Istrouma Baptist Church who works with those the church's policy seeks to protect is dependent on my strict adherence to these policies.

NAME (please print): _____

Signature: _____

Witness signature: _____

Date _____

To complete a background check please go to
<https://ministryopportunities.org/istroumabaptist>