

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CORPORATE RESOLUTION REGARDING THE SAFETY OF CHILDREN

Providing a safe, secure, and happy environment for children takes diligent oversight and a heartfelt conviction that children deserve the best.

WHEREAS the Holy Scripture declares children are a heritage from the Lord;
and

WHEREAS the Creator has made mankind in His image and sanctified human life with eternal destiny; and

WHEREAS Our Lord Jesus Christ received little children and clearly taught us that "of such are the Kingdom of Heaven;
And

WHEREAS both a severe warning against offending little ones and solemn commandments to protect, nurture and teach our children are evident throughout the Word of God;

THEREFORE BE IT RESOLVED

THAT the safety of the child be defended and sacred value of each individual be taught in the writing, the witness and the work of Open Door Fellowship

THAT we subscribe to a gracious balance between the safety of each individual and the responsibility of parental, civil and church authority

THAT we boldly declare our belief that each child has the right to life, liberty and fulfillment in the pursuit of happiness according to the precepts of the Bible

THAT together we demonstrate a deep respect for human life, a firm commitment for future generations to have access to Christ's calling and an entrance into his eternal Kingdom.

CHILD AND YOUTH PROTECTION MANUAL

1. INTRODUCTION AND OVERVIEW

We understand intellectually that abuse happens, but we may have difficulty accepting that it can happen within our programs and within the Open Door family. The following program has been developed to educate ministers, staff and volunteers on the very real threat of child abuse and to provide policies and procedures for fulfilling our biblical and civic responsibility to protect children. All such persons are bound to abide by the policies and procedures contained in this manual. When our child and youth programs are developed in accordance with this policy, we believe everyone will easily function with its boundaries. This policy has been established within the Open Door Church and includes ministries that involve children and youth.

All types of abuse and mistreatment of children are strictly prohibited.

The policy and procedures outlined herein apply equally to children and youth. For ease of reading, children and youth are jointly referred to as children.

Open Door Fellowship may modify these materials at any time, with or without advance notice, at its sole discretion.

1.1 Purpose Statement

Open Door Fellowship is committed to the protection and releasing of children to the calling God has placed on their lives. First Thessalonians 5:23 is our guide: "...may your spirit and soul and body be preserved complete..." (NASB). We have been charged by God with the responsibility of protecting each child's spirit, soul, and body and will do everything possible to ensure that that charge is fulfilled.

We are committed to creating a safe and nurturing environment that fosters spiritual, emotional and physical health for all children who participate in our ministries. We are also committed to the protection of staff members and volunteers from unwarranted accusations.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

1.2. Definitions of Terms

Adult – any ministerial staff member, program director, lay staff member or volunteer (all as defined below) who is 18 years or older

Child (children) – any person(s) under the age of 18 years, including children in youth ministries

Junior volunteer – a minor between the ages of 12 and 17 who serves in any volunteer capacity with Open Door children’s program and is active in the local church

Pastor or Pastoral staff member – a senior pastor, associate pastor, assistant pastor, and or any other pastor who has current Open Door credential and is appointed to the local church.

Staff – includes, but is not limited to, pastors (as defined above), employees, associate staff member, interns and staff spouses, paid or unpaid, who are in position of responsibility and/or authority at Open Door Fellowship church

Volunteer – any non-staff person 18 years or older who assists in any volunteer capacity with Open Door’s children’s programs, including, but not limited to KidZone workers and unpaid camp workers

1.3. Definition of Child Abuse

In general, child abuse is any physical, emotional or sexual maltreatment, neglect of health and welfare, or exposure to unreasonable risk of harm related to a minor. Whether or not a situation involves abuse may depend upon the circumstances of the situation. Child abuse may include but is not limited to, the following:

- Intentionally inflicting injury to a minor
- Placing a minor in a situation where he or she is likely to be injured
- Engaging or allowing a minor to engage in sexual activity
- Allowing a minor to witness sexual acts or to be exposed to pornographic material
- Allowing a minor to witness the abuse of another individual
- Inflicting excessive punishment on a minor
- Allowing a minor to be given or to consume illegal controlled substances

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

- Neglecting a minor by withholding or denying food, water, clothing, shelter, medical care, unnecessarily restricting freedom of movement or failure to protect
- Allowing or perpetrating any form of exploitation of a minor

Sexual abuse includes, but is not limited to, any contact or interaction between a minor and an adult, when the minor is being used for sexual stimulation of one or more adults.

Sexual behavior between an adult and a minor is ***always*** considered non-consensual even when the minor agrees to or initiates the behavior.

Emotional abuse is a pattern of behavior attacking a child's self-worth. It includes belittling, terrorizing, isolation, rejecting, ignoring, and corrupting the child. When continued over a period of time, these activities affect the child's emotional development.

2. SCREENING AND SELECTING WORKERS

All pastors, staff members and volunteers who will have access to children, must be thoroughly screened as part of the selection process, in keeping with the following guidelines.

1. All adult applicants for employment and volunteer service will agree to a Social Security based criminal background check, a sexual offender registry check and will sign a form to release background information.
2. All adult applicants for employment and volunteer service will complete a Child Protection Training course provided by Protect My Ministry.
3. All adult applicant for employment and volunteer service must review and sign Open Door's Policies and Procedures.

Any individual with a prior history of perpetrating physical, emotion, or sexual abuse or neglect, or who, in Open Door Fellowship's sole discretion, is found otherwise unsuitable to work with children will be prohibited from working with children and will not be accepted for employment or volunteer service within any children's program of Open Door Fellowship.

Substitutions for staff and volunteers in any program will be selected from the pool of prescreened adults at the local church.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

Open Door Fellowship requires a person with a prior conviction for molestation or other abuse against a minor NOT be placed in any position within the church where they have access to children.

A conviction does not necessarily preclude a person from serving on staff or as a volunteer within the children's ministry or program. Except for offenses against children and offenses of an inherently violent, abusive or sexual nature (all of which shall presumptively disqualify a candidate from serving with children), the following guidelines can be used in assessing whether an offense disqualifies one for service with children:

- The nature and seriousness of the offense
- The circumstances under which the offense occurred
- The age of the person at the time of the offense, and how much time has passed since the offense occurred
- The person's commitment to and acts of repentance, rehabilitation, restitution, and reconciliation
- The probability the person will repeat the offense
- Societal condition that may have contributed to the nature of the offense

Prior to finalizing any adverse action based in whole or in part on the criminal background report, provide the subject of the report the following (this does not prevent taking immediate steps to insure the safety of the child(ren) or other person:

1. A copy of the report, which will have been sent to the church
2. A reasonable amount of time after the applicant receives the report (approx. 10 days) to dispute the accuracy and completeness of the information

The entire process is to be well documented. Documentation would include, but not necessarily be limited to, copies of the report, copies of the consent form, copies of the written notice of adverse action, memos of all verbal communications. It is essential that all records be permanently maintained in a safe location at the local church. For the protection of the church and the applicant, keep all information strictly confidential.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

3. SUPERVISION

3.1. Supervising Children's Programs

Children who participate in Open Door programs must be supervised at all times. A minimum of two fully screened and authorized adults are to provide supervision for the duration of all Open Door sponsored children's activities or events. At no time may junior volunteers serve independently of adult staff members or volunteers.

Generally speaking, more supervision is always better. Most educators recommend that teacher to student ratios remain small for maximum learning. In all cases, the two person rule is the minimum standard, regardless of how many children are present.

All church-sponsored children's events and activities will be regularly monitored by staff members and program directors or other authorized delegates who will make unannounced visits to classrooms or other programs sites.

Children will only be released from classroom to at least one legal guardian. Other siblings and extended family/friends will not be allowed to remove children from their classroom without prior consent from at least one parent/guardian.

Take great care to ensure the safety of all children, staff members, and volunteers during bathroom visits. Specifically, staff members/volunteers may not be alone with a child in the bathroom. Appropriate procedures include, but are not limited to informal monitoring (such as keeping the door ajar so passers-by can see the staff or volunteer), asking parents to assist their children in the bathroom. Additionally, groups of children may not be unmonitored in the bathrooms for extended periods of time nor may children of significantly different age groups be in the same bathroom at the same time.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

4. INTERACTIONS BETWEEN STAFF MEMBERS/VOLUNTEERS AND CHIDLREN

4.1. Verbal Interactions

Open Door Fellowship clearly differentiates appropriate and inappropriate verbal interactions between staff members/volunteers and children. Staff members/volunteers are to speak with utmost respect toward children at all times.

Under no circumstances may staff members/volunteers discuss topics of an inappropriate sexual nature in the presence of children.

Appropriate Verbal Interactions:

- Positively reinforcing children
- Telling clean, positive, light hearted jokes
- Encouraging children
- Praising children

Inappropriate Verbal Interactions:

- Calling children derogatory names
- Discussing sexual encounters or in any way involving children in personal problems or issue of staff members/volunteers
- Sharing secrets with children
- Cursing
- Telling offensive, vulgar, or sexually orientated jokes
- Complimenting a child on his or her physique or body development
- Shaming
- Belittling
- Making derogatory remarks, including but not limited to derogatory remarks about the child, the child's family or ethnic background
- Using harsh language that may frighten, threaten or humiliate children

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

4.2 Physical Interactions

A child's healthy development is greatly dependent upon physical touch and expressions of affection. In appropriate circumstances, Open Door Fellowship values healthy, affirming touch. Open Door clearly differentiates appropriate and inappropriate physical contact between staff members/volunteers and children. Physical contact must be strictly related to the need of the child not the needs of the staff member/volunteer. Ensure that all contact takes place in public areas or in areas that permit monitoring by other adults.

Touch must be age-appropriate and should generally be initiated by the child rather than the worker. Children have the right to decide how much physical contact they have with others, except in rare circumstances when they need medical attention or to provide for the safety of the child or others. Open Door recognizes there are occasions when touch is necessary, occasions such as changing diapers and assisting with bathroom visits of young children.

4.3. Monitoring of Peer Interactions

Open Door Fellowship clearly differentiates appropriate and inappropriate interactions between children. Staff members/volunteers are to encourage children to interact respectfully with each other at all times. Further, it is imperative that staff members/volunteers immediately intervene in and bring to an end any inappropriate interaction such as hazing, bullying, harassing, ridiculing or humiliating, intimidating, name-calling and sexual innuendoes.

4.4. Corrective Measures of Children During Church Activities

At times during church activities disciplinary or corrective measures by staff or volunteers are necessary. Discipline and correction should always be handles lovingly and firmly. The person administering discipline or correction should communicate clearly to the child that it is the action that is unacceptable, not the child. It is appropriate to intervene to protect a child from harm or risk of harm. It is never appropriate to use corporal punishment; nor is it appropriate to shake a child, make degrading remarks, or threaten to use corporal punishment with a child.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

4.5. One-on-One Interactions

On any occasion, such as a pastoral care session, that one adult staff member/volunteer is alone with one child, every precaution is to be taken by the adult to minimize the risk of abuse or allegation of abuse. Ways to minimize risk include:

- Leaving the door open or moving to an open area that can easily be observed
- Meeting in a public location where informal monitoring is possible
- Informing a minister, staff member, or the program director of the situation
- Asking another adult to randomly drop in
- Avoiding physical displays of affection
- Keeping a log of the meeting, including names, dates, locations, activities, and any unusual incident or observation

4.6. Pornographic or Other Sexually Explicit Materials

Under no circumstances shall children who are entrusted to the care of Open Door Fellowship be exposed to pornographic or other explicit material of any sort by staff members or volunteers of the church. Staff members/volunteers must not access, display or possess pornography or other sexually explicit material on Open Door property or equipment, or on property or equipment accessible to children.

5. FIELD TRIPS, SPECIAL EVENTS, AND TRANSPORTATION OF CHILDREN

5.1. Planning Special Events and Field Trips

Properly plan and supervise all church sponsored special events and field trips to ensure both success and safety. When planning a field trip or special even, pre-assess the potential for mishaps to occur and devise appropriate interventions.

5.2. Owner/Driver Acknowledgment

When privately owned automobiles are used to transport children to and/or from off-site activities, all drivers, prior to the event must complete and sign the "Owner/Drive Acknowledgment" form.

CHILD AND YOUTH PROTECTION MANUAL

5.3. Keeping up with Children

Prior to and immediately following movement from one location to another (e.g., room to room when a hallway or outside area is traversed; travel by automobile, bus, train or other mode of transportation) take a headcount to ensure that all children participating in an activity are accounted for. If a child is missing, notify the director of the activity and commence an immediate search of the area. Assign at least two staff members/volunteers to remain with the assembled children. If the missing child is not found directly, the program director (or a designee) will immediately contact security and/or law enforcement for assistance in locating the missing child. The program director or designee will also contact a member of the ministerial staff who, in turn, will contact the child's parent or guardian.

5.4. Managing Overnight Stays

There are occasions when overnight stays are appropriate. Take special precautions to ensure that all participants are protected from abuse or allegation of abuse.

5.5. Managing Overnight Bathroom Procedures

Bathroom activities are necessary with any overnight stay. In addition to following the precautions detailed in Section 3.2, further precautions apply to overnight activities:

- With the exception of family members, children of significantly different age groups may not bathe or perform other personal hygiene activities in the same bathroom at the same time
- With the exception of a parent and child relationship, adults and children may not bathe or perform other personal hygiene activities in the same bathroom at the same time.

6. RESPONDING TO ACCUSATIONS OF CHILD ABUSE AND NEGLECT

Child abuse and/or neglect occurs when a child is mistreated, resulting in injury or risk of harm. Abuse and neglect are further defined in Sections 1.3 and 9.2 of this manual. Child Welfare Departments can also provide additional information. Child abuse can happen anywhere: in poor, middle-class or well-to-do homes; in rural or urban areas.

Abuse of any kind will not be tolerated. Allegations of past or present abuse against a minister, staff member, or volunteer may result in immediate suspension of that person from duties and may result in permanent dismissal, at the sole discretion of Open Door Fellowship.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

6.1. Reporting Suspected or Actual Abuse or Neglect

OPEN DOOR FELLOWSHIP TAKES EVERY ALLEGATION OF ABUSE SERIOUSLY.

Open Door Fellowship is committed to creating a safe and nurturing environment that fosters spiritual, emotional, and physical health for all children to whom it ministers. Therefore, all staff must abide by state law and Open Door policy in reporting abuse.

Due to the sensitive nature of abuse and concern for the safety and privacy interests of all involved, staff members and volunteers have a responsibility to report immediately, in the manner outlined below, any actual or suspected child abuse and/or any unusual behavior, regardless of where it may have occurred. There shall not be any attempt to avoid the reporting process by handling the situation privately or by entering into any private agreement with anyone about next steps. Except for the reporting process below and except as otherwise required by law and/or Open Door policy, keep all information related to actual or suspected abuse or unusual behavior strictly confidential.

All states have enacted mandatory child abuse reporting laws. The laws vary from state to state. Local or state law usually requires a report be made upon "reasonable suspicion" that a child has been abused or is at risk of being abused. All states require the report be made to a law enforcement or child protection agency. Reporting to a parent or relative will not satisfy a mandatory reporter's legal duty under the statutes.

6.2. Open Door Fellowship's Reporting Process

1. No one with a legal duty to report information to a government agency, whether by virtue of or of designated occupation or otherwise, shall be prohibited or hindered from so reporting
2. Reports of actual or suspected abuse and threat of abuse or other unusual behavior will be made immediately to the local church-appointed program director and a member of its ministerial staff who will follow these steps;
 - a. If the child's health and/or safety are under immediate threat, the pastor will contact appropriate authorities immediately.
 - b. In all situations, the pastor will complete an incident report form in its entirety.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

6.3. Communicating with the Press

All communication with the press will be handled by either the pastor or appointed Elder.

6.4. Evaluation, Review and Investigation

OPEN DOOR COOPERATES FULLY WITH LAW ENFORCEMENT INVESTIGATIONS.

When a report of actual or suspected abuse or other inappropriate conduct is received, Open Door leadership will evaluate the circumstances and determine whether a review should be conducted. If a review is necessary, the leadership team will establish the nature of the review. In some instances, responsibility for investigation will be left to law enforcement or other government agencies.

Open Door Fellowship does not permit its own internal reviews to delay or interfere with required reporting or cooperation with law enforcement investigations or proceedings.

Open Door Fellowship applies biblical principles and methods in its evaluation and review of allegation. Individuals who are involved in allegations of misconduct must cooperate fully and in a biblical manner with the efforts of Open Door Fellowship to investigate the allegations.

Open Door Fellowship shall maintain confidentiality regarding reports of alleged misconduct as long as the following criteria are met:

- Maintaining confidentiality does not interfere with efforts to review and otherwise address the incident
- Maintaining confidentiality does not interfere with remedial or other action in response to the incident.
- Maintaining confidentiality does not interfere with efforts to prevent further incidents
- Maintaining confidentiality does not violate state or federal law

Open Door Fellowship will not take disciplinary action against any individual who files an incident report in good faith, even if the report is mistaken or inaccurate. Staff and volunteers shall not retaliate against any individual who files an incident report, who provides information to Open Door Fellowship, or who is the subject of an allegation.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH PROTECTION MANUAL

6.5. Documentation of Evaluation and Review Process

All individuals involved with reporting and reviews, will, as early as possible, document their actions and all information obtained or gathered, including the dates and times of conversations, the names of all individuals involved, and any other relevant information. Keep documentation confidentially in the church's permanent files.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD PROTECTION CONDUCT ACKNOWLEDGEMENT AND AFFIRMATION OF UNDERSTANDING FORM

OPEN DOOR FELLOWSHIP IS COMMITTED TO CREATING A SAFE AND NURTURING ENVIRONMENT THAT FOSTERS SPIRITUAL, EMOTION, AND PHYSICAL HEALTH FOR ALL CHILDREN WHO PARTICIPATE IN ITS MINISTRIES.

I hereby acknowledge receipt of Open Door's "Child and Youth Protection Manual," the form title "Child and Youth Protection Code of Conduct," and related materials.

I have carefully read the above-referenced material, understand them, and agree to abide by them. If I did not originally understand any part of these documents, I have sought clarification, and now fully understand them.

I understand that Open Door Fellowship prohibits all types of abuse and mistreatment of children.

I will not perpetrate physical, emotional, sexual abuse, or neglect on another person, as defined in the manual and by applicable state law.

I understand that allegation of abuse against me may result in my immediate suspension from duties and may result in my permanent dismissal, at the sole discretion of Open Door Fellowship.

I understand my responsibility to report abuse and other inappropriate conduct directed toward a child to the immediate director of the program and to a member of the ministerial staff, and, as necessary, the appropriate state authorities, as further defined below and repeated in the manual.

I understand that Open Door Fellowship takes every allegation of abuse seriously, that abuse in any form will not be tolerated, and that Open Door Fellowship will cooperate fully with authorities in the investigation of any allegation of abuse.

I understand that failure to cooperate in any internal review and/or law enforcement investigation will result in disciplinary action as defined in the Handbook for the Operation of Open Door Fellowship, immediate suspension, and may result in termination from employment or volunteer services, at the sole discretion of Open Door Fellowship.

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD PROTECTION CONDUCT ACKNOWLEDGEMENT AND AFFIRMATION OF UNDERSTANDING FORM

I understand that, due to the sensitive nature of abuse and concern for the safety and privacy interests of all involved, staff members and volunteers have a responsibility to report immediately, in the manner outlined below, any actual or suspected child abuse or any unusual behavior, regardless of where the behavior may have occurred. No attempt shall be made to avoid the reporting process outlined below by handling the situation privately or by entering into a private agreement with anyone about next steps. Except for the reporting process below and except as otherwise required by law, and/or Open Door policy, I will keep all information related to actual or suspected abuse or unusually behavior strictly confidential.

I understand that all states have enacted mandatory child abuse reporting laws and that the laws vary from state to state; that local or state law usually requires a report be made upon "reasonable suspicion" that a child has been abused or is at risk of being abused; and that all states require the report be made to law enforcement or child protection agency. Reporting to a parent or relative will not satisfy a mandatory reporter's legal duty under the statutes.

I understand that Open Door Fellowship's abuse reporting process is as follows:

1. No one with a legal duty to report information to a government agency, whether by virtue of a designated occupation or otherwise, shall be prohibited or hindered from so reporting
2. Reports of actual or suspected abuse and threat of abuse or other unusual behavior will be made immediately to the local church-appointed program director and member of its ministerial staff who will follow immediately contact law enforcement officials.

I declare that I have read, understand and agree to comply with Open Door Fellowship's abuse reporting requirements. I agree, as required by state law and Open Door Policy, to report any actual or suspected abuse and any other unusual behavior as indicated in the reporting process.

Printed name of applicant

Signature of applicant

Date

Open Door Fellowship

Making More & Better Disciples of Jesus Christ

CHILD AND YOUTH CODE OF CONDUCT

Open Door Fellowship is committed to protecting and releasing in our children the calling God has placed on their lives. We look to 1 Thessalonians 5:23 as a guide: "...may your spirit and soul and body be preserved complete..." We have been charged by God with the responsibility of protecting each child's spirit, soul and body; we will do everything possible to fulfill that charge.

We are committed to creating a safe and nurturing environment that fosters spiritual, emotional, and physical health for all children who participate in our ministries. We are also committed to protecting staff members and volunteers from unwarranted accusations. To that end, all staff members and volunteers who work with our children must abide by this Open Door "Child and Youth Code of Conduct."

Staff members and volunteers of Open Door Fellowship will

1. Treat all children with respect and fairness at all times, regardless of the child's race, sex, age or religion.
2. Respond with Christian love and understanding in all situations.
3. Act as a positive role model for children by maintaining an attitude of respect, loyalty, patience, courtesy, and maturity.
4. Dress appropriately and avoid wearing provocative and/or revealing clothing.
5. Engage in appropriate displays of affection,
6. Refrain from inappropriate physical interactions.
7. Refrain from using inappropriate corrective measures.
8. Refrain from swearing or telling offensive or vulgar jokes.
9. Avoid involving children in inappropriately burdensome or disturbing problems or issues.
10. Refrain from sharing or keeping secrets with children.
11. Not abuse alcohol or drugs
12. Refrain from discussing sexual encounters in the presence of children.
13. Not have or view sexually explicit materials, including any type of pornography.
14. Refrain from staring at or commenting on a child's body

15. Refrain from perpetrating any kind of abuse upon any child. This includes, but is not limited to, the following:
- a. Verbal abuse: degrading, threatening, cursing
 - b. Physical abuse; hitting, shaking, slapping, unnecessary restraint
 - c. Sexual abuse: inappropriate touching, exposing oneself, sexually-oriented conversations
 - d. Emotional abuse: shaming, humiliating, cruelty
 - e. Neglect: withholding or denying food, water, clothing, shelter, medical care, freedom of movement, or failure to protect

Abuse of any kind will not be tolerated. Allegations of abuse may result in immediate removal of the staff member or volunteer from duties, and may result in permanent dismissal at the sole discretion of Open Door Fellowship Church. Open Door will fully cooperate with authorities if allegations of abuse are made and investigated.

16. Immediately report concerns or complaints, including suspicions of abuse, about a Open Door staff member, volunteer, or child to a member of the ministerial staff.

As an applicant for a volunteer position with access to children at Open Door church and its ministries I _____ have read, understand and agree to abide by the "Child and Youth Code of Conduct" of Open Door Fellowship Church. I further agree to abide by all policies, procedures and rules of Open Door Fellowship regarding children and as otherwise deemed applicable to me. I further understand that any violation of the code of conduct may result in my immediate and potentially permanent dismissal.

I declare that I will not abuse (physically, verbally, sexually, or emotionally) or neglect any child or adult and that I have never been convicted of abuse of, indecency with, or injury to a child or adult.

Printed name of applicant

Signature of applicant

Date