



MCC Code of Conduct

All staff and volunteers who work with children are expected to interact in a mature, capable, safe, caring, and responsible manner with a high level of accountability. The Code of Conduct describes how adults will interact with children and the boundaries around children they are expected to observe.

The Code of Conduct includes but is not limited to, the following expectations of staff and volunteers. By being vigilant in following the Code of Conduct, we will help protect children from abuse. The most effective way to reduce abuse of children is to be vigilant in the following ways.

Accountability

All staff and volunteers are responsible for giving and accepting feedback from others in order to maintain a high level of professionalism. It is our expectation that as an adult volunteer or staff you understand your responsibility to observe interactions between adults and children and when you see interaction that is questionable, inappropriate, or crossing a child's boundaries, you will intervene on behalf of the child. Such intervention may include:

- Remaining present with the child in order to provide a sense of security.
- Redirecting the child to join other children in a different area.
- Speaking to the adult and stating the boundary violation you have observed and reminding them of their responsibility to abide by the Code of Conduct.
- Speaking to the ministry leader regarding your observation.

You also give permission to other adults to take these intervening actions if you are seen crossing safe boundaries or violating the Code of Conduct.

Increased Visibility and Two Staff Rule

All work with children should be carried out in a way that minimizes risks and isolation. This includes following the two staff/volunteers rule, leaving doors open, windows unobstructed, and lights on. Adults should not be alone with a single child where others cannot observe the adult.

Care should be taken when counseling, carpooling, taking children to the restroom to follow policies and procedures outlined in the Safe Child Policy.

Deacons, elders, pastors, and ministry leaders shall periodically and randomly inspect classrooms, offices, and work areas or other areas where children and adults are together.

Parent Involvement

Parents are responsible for knowing where their children are at all times. Therefore parents shall be informed of planned activities and asked to sign consent forms whenever possible.

Respect

Children and students as well as their adult leaders are expected to speak to one another with respect and kindness. Words should be used to support and encourage others.

Children and students as well as their adult leaders are expected to take care of and show respect to church property at all times. This includes cleaning up a facility space after they use it.

Adults and children should not use any form of bullying or acts of intimidation.

Discipline should be used to teach and correct rather than punish it should not include verbal or physical threats or aggression.

Staff should abide by the outlined touching policy in the Safe Child Policy. Staff and volunteers shall monitor each other in the area of physical contact and verbal interactions, helping each other by pointing out anything that could be misinterpreted.

Reporting Abuse

When anyone has reason to suspect or knowledge of child abuse they must make a report as outlined in the reporting procedures.

Murrysville Community Church

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