

Flint Reformed Baptist Church's Child Protection Policy

Vision and Mission of Children's Ministry

Children, like all people regardless of age, are image bearers of God. Their sins are grievous to God, and their praise is fragrant to Him. They are held accountable for their wrongs and are made right by Christ's redemptive work on the cross. Yet, children are unique from adults in their learning modes and abilities. They are dependent on their parents for nourishment, leadership and protection both spiritually and physically.

It is the Vision of the Children's Ministry at Flint Reformed Baptist Church (FRBC) to see families pursuing God together through His Word. It is our mission to excite kids to know God more through His Word and to encourage/equip parents to make God more known through His Word.

Reason for and Parameters of this Child Protection Policy

To see our vision come to fruition and to accomplish our mission, we must be vigilant on many fronts. Not least among these is making sure that our children are safe (and feel safe) from harm when they are in our care. We must also take measure of advocacy and solidarity once they are outside of our care.

This Child Protection Policy (CPP) establishes policies that will help ensure the safety and well-being of the children that come in and out of FRBC's care. These policies cannot completely remove the threat of abuse, but they are intended to minimize those dangers as much as reasonably possible. These policies are not to cast undue fear or suspicion, but they are to foster healthy caution.

This CPP applies to the actions of Caretakers (including Elders, Deacons, Hired Staff and Volunteers) who work with children under the age of 18 while at FRBC's place of worship or off campus during an event hosted by FRBC.

Definitions and Requirements of Caretakers

Elder: paid or unpaid member of the leadership entrusted with shepherding church members

- Elders are required to receive a background check and complete childcare training regardless of whether or not they have direct contact with children

Deacon: unpaid member of the church assigned the task of assisting both the elders and congregants

- Deacons are required to receive a background check regardless of whether or not they have direct contact with children and are required to complete childcare training if they have direct contact with children during the normal course of their duties

Hired Staff: paid individual (member or non member) given the job whereby they serve or represent the church through their work

- Hired Staff are required to receive a background check and complete childcare training if they have direct contact with children during the normal course of their duties

Volunteer: unpaid members of the church who serve or represent the church with their time

- Volunteers are required to complete childcare training if they have direct contact with children during the normal course of their duties

Expectation of All Caretakers

All Caretakers associated with FRBC are expected to share the love that God has for His children both in word and deed. They are to do no harm as they teach, love, care for and protect in a sacrificial way.

Training and Screening Process

All Caretakers who have direct contact with children during the normal course of their duties will be required to complete both Childcare Training and a Screening Process.

Childcare Training will be implemented on an as-needed basis, and at minimum will include a review of the CPP, Classroom Procedures and Curriculum Training.

The Screening Process will include an application (Appendix A), a background check and an interview with the Deacon (over ministry of involvement) or an Elder. The board of elders will approve or disapprove of Caretakers with input being given by the Deacon (over ministry of involvement).

Applications may be waived at the discretion of the Elder Council if the following three conditions are met: Caretaker is a member in good standing of Flint Reformed Baptist Church, Caretaker is a parent of a child in the ministry of involvement, Caretaker is willing to answer questions included on (but not limited to) the application.

Background checks and interviews will not be waived and may be repeated, as deemed appropriate by the Council of Elders.

Age Requirements The minimum age for hired primary Caretakers is 21. The minimum age for volunteer primary Caretakers is 18. The minimum age for volunteer assistant Caretakers is 13 (with supervision of a primary Caretaker).

Expectation of Classroom Settings

The Two-Adult Rule To protect the safety of our children and the character of our Caretakers, it is intended that there are a **minimum of two unrelated adults** in so much as resources allow, at the sole discretion of the Council of Elders, in a classroom of children while they are in the care of FRBC. Two classrooms joined by an open or half door may be considered one classroom, but a minimum of three adults (at least one of whom is unrelated) is required.

Adult to Child Ratio A safe ratio of adult to child scales with ages and is outlined below.

Babies:	1:2	(with a two adult minimum)
1yr olds - 3 yr olds:	1:5	(with a two adult minimum)
3 yr olds - 5 yr olds:	1:6	(with a two adult minimum)
5 yr olds - 11 yr olds:	1:10	(with a two adult minimum)
11 yr olds - 18 yr olds:	1:12	(with a two adult minimum))

Visibility While classes are in session, a degree of privacy is appropriate and even necessary. It is therefore not required that the doors (to the rest of the church) remain open. However, all adult activities should be visible to the other adult(s) in the room. **No one should be in isolation.**

Discipline The need for visibility holds true for discipline as well. No disciplinary actions should be taken in isolation from the other adult(s) in the room. Furthermore, the Classroom and Disciplinary Guidelines (Appendix B) should be followed.

Physical Touch It is appropriate and good to show love for a child in your care. As the age of the child increases, the amount of appropriate physical affection diminishes and gender becomes a vital factor. For example: it can be perfectly appropriate for an adult male volunteer to hold and hug a baby girl who is crying. The same becomes increasingly inappropriate as the girl becomes an adolescent and teen.

It can be difficult and uncomfortable to define what is and is not appropriate. If a Caretaker has any questions or concerns about what would be determined as appropriate or not, it is advisable to err on the side of caution. Questions and concerns should be directed to the Deacon (over ministry of involvement) or an Elder. It is far better to have an uncomfortable conversation than to risk an inappropriate encounter or miss an opportunity to comfort one in your care.

Protective Rules and Safety Guidelines

Sickness and Wellness Procedure The goal is to have a Sickness / Wellness Procedure that is safe and loving for all of our children. A child who has been diagnosed with (or is showing telling symptoms of) a contagious illness such as pink eye, scabies, head lice, impetigo, strep infection, whooping cough, chicken pox, etc. should stay home and remain isolated from others until the risk of spreading the illness has passed.

A child should stay home if he or she has any of the following symptoms:

- **Fever**- temperature of at least 100° F in the last 24 hours
- **Vomit**- forcible emptying of stomach contents orally in the last 24 hours.
- **Diarrhea**- loose or runny stools, a stool that runs out of a diaper, stools that do not allow adequate time to get to the restroom
- **Rash**- especially when accompanied by a fever or behavior change (unless you have been told by your doctor it is not contagious).
- **Symptoms of severe illness**- runny nose, uncontrolled coughing, difficulty breathing, wheezing, persistent crying, lethargy, Conjunctivitis (redness and possible discharge from corner of the eyes indicating possible Pink Eye).

While having a sick child is a hardship on a family, it is important that parents consider the wellbeing of other families as well. **In short, if a child is likely to make others sick, the child should stay home.**

Check-in and Check-out Procedure The goal is to have a Check-in / Check-out Procedure that is clear, quick and safe for children, parents and workers. The following procedures pertain to children in the **Nursery** (ages Birth - 3 years old).

Upon check-in, both child and parent (or relative over the age of 13) will be given disposable bracelets with matching identification numbers, and the child's name, parents name, parents cellphone number and annotation of allergies will be recorded by the Caretaker in a logbook. The parent (or relative over the age of 13) will be required to produce this bracelet when the child is picked up. In the event that the parental bracelet cannot be located, the approval of an Elder must be acquired before the child is released.

Upon check-out, the child's bracelet will be removed (indicating that the child is in the primary care of the parent and not the church) and the parent will be required to sign the logbook as picking up the child.

Restroom Procedure Keeping in mind our two Caretaker minimum, restroom breaks can be challenging. For some ages, direct supervision is needed. The following procedure is intended specifically for the **Children Classroom** (3 to 5 year old), but whenever bathroom supervision is necessary, the following procedure should apply.

When a child needs to be escorted/supervised from the classroom to the bathroom, the teacher is to contact (text) the Member listed in the classroom for assistance. The member will then be able to act as the second adult in the room while the bathroom-supervising adult is away. Whenever possible, it is preferable that a female be the one to supervise a child in the bathroom.

Transportation Policy The goal of this section is not to make carpooling guidelines for individuals of the church. This section is intended for those acting in an official capacity for the church or providing transportation during church hosted events.

- Age of driver- transportation providers should be at least 25 years old and have at least 5 years of driving experience
- Caretakers per vehicle- transportation vehicles with children should have at least two Caretakers; adults should not be alone with children
- Traffic laws- transportation providers are expected to adhere to all traffic laws including but not limited to seatbelts, texting and speed limits

Off-site and Out-of-town Events It should be noted that as long as a Caretaker is acting as an employee, volunteer or representative of Flint Reformed Baptist Church, the CPP in its entirety still applies. Any activity that would not be deemed appropriate while "at church" would still be deemed inappropriate elsewhere.

Emergency Response and Evacuation Procedures When Flint Reformed Baptist Church Caretakers have been entrusted with the care of a child, they are to provide that care even in the event of an emergency. The Caretakers are responsible in the following ways:

- Fire- In the event of a fire, the adults entrusted with the care of children will escort the class through the nearest exit, gather at the assigned safety spot and account for each child in their care. Children will be released to their parents only after the entire class is accounted (using the logbook as a reference).
- Inclement Weather- In the event of inclement weather (such as a tornado), the adults entrusted with the care of children will follow the safety protocol for their classroom and maintain accountability of each child until the emergency is concluded. Children will be released to their parents only after the entire class is accounted (using the logbook as a reference).
- Active Shooter- In the event of an active shooter on the premises, the adults entrusted with the care of children will if possible evacuate the children from the area through the nearest unthreatened door. The Caretaker will gather the children at the designated safety area as

specified in the Evacuation Plan and call 911. If evacuation is not possible, the Caretaker will follow the Shelter In-place plan as posted in the room and call 911. Children will be released to their parents only after the entire class is accounted (using the logbook or class roster for verification).

- Missing Child- Missing Child- In the event of a child missing from care, the adults entrusted with the care of children will notify the nearest Elder or Deacon (over ministry of involvement) while the other Careworker(s) present checks the logbook. If the issue is unresolved, the above notified will locate the parent of the missing child and a member of the congregation will be assigned to guard each door and ask that everyone remain inside, without exception until every space can be visualized for the missing child. If the child is still missing after an exhaustive search of the church grounds, 911 is to be contacted.

During such an event, children should be released to their parents with the added precaution of having an Elder or Deacon (over ministry of involvement) present.

- Suspicious Behavior- In the event that an adult is behaving suspiciously around children, the adults entrusted with the care of children will notify the nearest Elder or Deacon (over ministry of involvement). The above notified will be responsible for the attention due the situation, while the Caretaker remains responsible for the children. Procedure to be established.

Child Abuse and Neglect

Prevention In order to prevent child abuse and neglect, one should be familiar with the general terms, signs of abuse and the responsibilities of Caretakers.

- Abuse- Any recent act on the part of a parent or Caretaker which results in (or presents an imminent risk of) death, serious physical or emotional harm, sexual abuse or exploitation of a child under the age of 18. [*The Federal Child Abuse Prevention and Treatment Act (CAPTA) (42 U.S.C.A. § 5106g), as amended by the CAPTA Reauthorization Act of 2010*]
- Neglect- Any recent failure to act on the part of a parent or Caretaker which results in (or presents an imminent risk of) death, serious physical or emotional harm, sexual abuse or exploitation of a child under the age of 18. [*The Federal Child Abuse Prevention and Treatment Act (CAPTA) (42 U.S.C.A. § 5106g), as amended by the CAPTA Reauthorization Act of 2010*]
- Mandatory Reporter- Someone who is required by law to report the hearing, suspension or witness of child abuse to police or Child Protection Services. Failure of such persons to report is criminal and can be prosecuted as negligence. (Appendix C)
- Permissive Reporter- Someone who is not required but is protected by law to report the hearing, suspicion or witness of child abuse to police or Child Protection Services. Even if the report is unsubstantiated, the reporter is protected from prosecution if there is reasonable suspicion. (Appendix C)

Recognising Abuse It is important for a Caretaker to be mindful of signs of Abuse or Neglect. Below are some signs that may be indicators of abuse. [*The National Court Appointed Special Advocate Association Volunteer Manual of 2007 (Recognizing Abuse)*]

Physical Abuse Unexplained bruises, welts and scars

Injuries in various stages of healing
Bite marks
Unexplained burns
Fractures
Injuries not fitting explanation
Internal damages or head injury

Sexual Abuse

Age-inappropriate sexual knowledge
Sexual acting out
Child disclosure of abuse
Excessive masturbation
Physical injury to genital area
Pregnancy or STD at a young age
Torn, stained or bloody underclothing
Depression, distress or trauma
Extreme fear

Emotional Abuse

Habit disorder
Conduct disorder
Behavior extremes
Overly adaptive behavior
Lags in emotional or intellectual development
Low self-esteem
Depression, suicide attempts

Neglect

Malnourishment
Lack of hygiene care
Lack of supervision
Consistent dirtiness
Constant tiredness/listlessness
Insufficient/improper clothing

Reporting Abuse If and when there is reasonable suspicion of abuse the following actions are to be taken by the following groups.

- Mandatory Reporters will report suspicion of all forms of abuse to an Elder as well as carry out the duties assigned by the state. Suspicion of abuse from a relative or live-in guest should be reported to CPS. Suspicion of abuse from an unrelated individual who does not live with the child should be reported to the police.
- Permissive Reporters will report suspicion of all forms of abuse to an Elder and are furthermore encouraged to report the suspicion to the authorities as they feel appropriate. Suspicion of abuse from a relative or live-in guest should be reported to CPS. Suspicion of abuse from an unrelated individual who does not live with the child should be reported to the police.
- Elders who suspect or have reports of suspected abuse will confront the suspect on the issue and report the suspicion to the authorities. The act of abusing a child is a sin issue to

be handled within the structure of church discipline **and** a criminal issue to be handled within the structure of the penal system.

Recording Abuse In the event that a child reveals abuse to a Caretaker, it is important that the Caretaker gain and record as much information as possible in the first and only conversation with the child about the incident. The following guidelines should be observed.

- During the conversation ask open-ended question. Do not suggest answers with mannerisms, inflection, etc. Deny the impulse to rush through the conversation to get to the bottom of things. Let the child take his or her time thinking through the question and becoming comfortable expressing the truth. Be prepared for tears and emotional pain.
- At the end of the conversation reassure the child that what was done to him or her was wrong and unlike our heavenly Father. State emphatically that it is not the child's fault and that the child did the right thing telling you. Remind the child that you love him/her and that the love of God is even greater and never does us harm.
- After the conversation write notes on as many details as you can remember including when and where the conversation took place, the identification of the victim(s) and the alleged perpetrator(s), the nature and frequency of the alleged abuse(s), bruises and physical evidence that may be present, emotional and behavioral evidence that may be present, etc.

Sexual Offender Attendees

As the church is a place for sinners, we should expect to find all manner of sins in our midst. As discussed previously, if the sin of child abuse reveals itself in our midst, the Council of Elders of FRBC will handle the situation both spiritually and legally. This section is intended to address the situation of an individual (who has sexually abused a child in the past) seeking to attend and/or to join FRBC.

Sexual Offender Seeking Attendance Should a sexual offender attend Flint Reformed Baptist Church, upon learning of the offence, an Elder will have a personal conversation with the offender about the abuse. If the offender is a registered offender the Elder will, if possible, seek a conversation with a Parole Officer as well. The offender will be required to make every effort to assure that he/she is never around children without another adult present while at FRBC. (Note: it would behoove the offender to be the one to bring his/her past to light at the earliest opportunity.)

Should these conditions seem acceptable to the offender along with a repentant heart, he/she will be welcome to attend with the understanding that the Council of Elders has the discretion to disclose information to the congregation regarding the past offence(s) and current requirements.

Should these conditions be unacceptable to the offender, he/she will be asked to not return until willing to comply with our policies. While we accept sinners with open arms, we confirm that it is a contrite heart that the Lord requires. A repentant heart should seek the well-being of others and be acceptant of consequences of sin.

Sexual Offender Seeking Membership Should a sexual offender seek to join Flint Reformed Baptist Church in membership, it is assumed that all of the aforementioned procedures have taken place. The offender seeking membership will be required to comply with all of the typical membership procedures (just like any other), be subject to a membership vote (just like any other) and, if affirmed, be accepted into membership (just like any other).

There are many places of service within the body of the church, however, it should be noted **that the offender will not ever be eligible for any sort of Caretaker role**. Furthermore, the offender will take every precaution to assure that he/she is **never** around children without another adult present.

Duty to Warn Should a sexual offender comply with our policies and then relocate to another church, we are duty-bound to be honest with the church as they seek information about the offender. Should a sexual offender not comply with our policies and then move on to another church, we are duty-bound to reach out to that church, offering up information about the offender.

Flint Reformed Baptist Church Caretaker Application

Thank you for your interest in serving the children of Flint Reformed Baptist Church. It is our desire to see families grow closer to God through His word. Your participation in that process is greatly appreciated. Upon approval of your application and a clear background check, an Elder and/or Deacon will conduct an interview with you to find an appropriate spot on our Children's Ministry team.

Personal Information

Name: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Evening Phone: _____

Email Address: _____

Preferred form of communication: email phone

Family Information

I am: Single Married Divorced Widowed

Do you have any children? No Yes (How many? _____)

Membership Information

Are you a member of Flint Reformed Baptist Church? _____

If so, how long have you been a member? _____

Please list any other church ministries or activities in which you are currently involved.

Prior Experience

Have you taught or cared for children in any church or parachurch ministry before?

No Yes

If so, please describe:

Place: _____ Role: _____ Dates: _____

Place: _____ Role: _____ Dates: _____

Place: _____ Role: _____ Dates: _____

Please list any other training, education or experience that would pertain to your ministry to children at FRBC.

Appendix A.02

Personal Commitment

By the grace of God, in the name of His Son and in dependence on the Holy Spirit ...

- I will be faithful and dependable in this ministry.
- I will avail myself to the education and training made available for this ministry.
- I will faithfully pray for the children in my care.
- I will be committed to continual spiritual growth.
- I will be responsible for knowing when I am scheduled to server and arrive early enough to receive the children into my care.
- I have read, understood, accept and commit to the Child Protection Policy of Flint Reformed Baptist Church.

Signature: _____

Date: _____

Personal References

Each applicant must provide two personal references. These references may be contacted by a Deacon or Elder.

The applicant waives the right to view reference statements.

If you have been a member of Flint Reformed Baptist Church for **less than one year**, please list the following:

A pastor or church leader from the church you most recently attended;

A person with whom you have worked or served (giving preference to a caregiving capacity).

If you have been a member of Flint Reformed Baptist Church for **more than one year**, please list the following:

An shepherding elder, deacon or small group leader;

Another member of FRBC who can attest to your suitability to work with children.

Name: _____

Address: _____

Phone: _____

Email: _____

Relationship: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Relationship: _____

Verification of Information

The information contained in this application is accurate and true to the best of my knowledge. I authorize Flint Reformed Baptist Church to contact any references or organizations listed herein. I furthermore authorize such references and organizations to provide FRBC with any information they may have regarding my character and fitness for working with children. I release FRBC, its agents and all such references and organizations from any and all liability for any damage that may result from furnishing such evaluations, and I waive any right to inspect references provided on my behalf.

I have carefully read and understand the below release. I sign and release as my own free act. This is a legally binding agreement that you have read and understand.

Signature: _____

Date: _____

Consent for a Criminal History Background Check

Flint Reformed Baptist Church has contracted the services of Dougherty County Sheriff's Department to perform criminal background checks on all Caretaker applicants. A national criminal record search is performed. The Sheriff's Background Check form is on the next page.

Reports are confidential and viewed only by FRBC Elders and/or Deacon and filed in the applicant's private file. Personal information is protected under the Privacy Act. Reports obtained from the Dougherty County Sheriff's Department will be guarded accordingly. Form on next page included for example.

Note: Any reports of a misdemeanor or felony will be discussed with you and an Elders and/or Deacon and may be grounds for denial of application to work with Children.



Criminal Background Check Consent Form

I am requesting the Dougherty County Sheriff's Office to run a criminal history report on myself from the Georgia Crime Information Center or from any Law Enforcement Criminal Justice Agency in Georgia for the following reason. --- **Please place an X in the box for reason you need a background check.** ---

Apartment: _____ this is for my use only:
Print Apartment name

Work: or School: _____
Print name of company or name of school

(Print) Last Name, First Middle

Current Address City, State and Zip

Sex: ____ Race: ____ Date of Birth: ____/____/____ Place of Birth: _____

Social Security Number: ____-____-____ Height: ____ Weight: ____ Eye Color: ____
Hair Color: ____

Drivers License or ID number: _____ Drivers Lic State: _____

Signature Date Phone Number

If you are applying for a job working with #1, #2 or #3 please place an (x) in box. If #1, 2 or 3 does not apply to you, LEAVE BLANK.

- 1. Employment with mentally disabled (Purpose code 'M')
- 2. Employment with elder care (Purpose code 'N')
- 3. Employment with children (Purpose code 'W')

----- Do Not Write below This Line Sheriff's Office use only -----

Has no record with Dougherty County Sheriff's Office or on file with (GCIC)

Has the following record - SEE ATTACHED -- _____ PAGE(s)

Records Officer Receipt No. Date

This is an official Sheriff's Office document. A person convicted of the offense of forgery in the first degree shall be punished by imprisonment for not less than one nor more than ten years. 16-9-1

Confidential Information

The following questions are designed to help promote a safe, secure and loving environment for children who participate in the ministries at FRBC. This information will be kept confidential and only viewed by the Elders. If you wish to discuss any of these matters further, please indicate that below.

Answering “yes” to any of these questions will not necessarily disqualify you from participating as a Caretaker with FRBC.

- 1. Have you ever been charged by law enforcement with or been convicted of child abuse, child neglect or any other crime against a minor? (You are not required to answer “yes” for any charge or conviction that has been legally “expunged” from your records.)**

Yes

No

I wish to discuss this in person.

Comments:

- 2. Have you ever been convicted of or pled guilty to a crime, other than minor traffic violations? (You are not required to answer “yes” for any charge or conviction that has been legally “expunged” from your records.)**

Yes

No

I wish to discuss this in person.

Comments:

- 3. Have you deliberately and repeatedly viewed pornography in the past two years?**

Yes

No

I wish to discuss this in person.

Comments:

- 4. Have you had any ongoing sin struggles that you think would impact your ministry to children?**

Yes

No

I wish to discuss this in person.

Comments:

- 5. Do you have any communicable diseases or infections (such as but not limited to tuberculosis, Hepatitis B, HIV/AIDS, MRSA, etc)?**

Yes

No

I wish to discuss this in person.

Comments:

Appendix A.06

6. As a legally recognized adult, did you ever have any sexual interaction or contact with a minor?

Yes

No

I wish to discuss this in person.

Comments:

Flint Reformed Baptist Church Classroom and Disciplinary Guidelines

Classroom Guidelines

Classrooms at Flint Reformed Baptist Church are broken up by both age and ability. The following guidelines are intended to ensure that the Caretakers are able to adequately care for and teach the children with whom they have been entrusted.

	Age	Ability	Capability
Baby	Birth - 1 yr old	None	
Toddler	1 yr old - 3 yr old	Mobile	
Preschool	3 yr old - 5 yr old	Potty Trained*	Listening quietly to a short lesson
Kids	5 yr old - 11 yr old	Participate in class**	Answer questions about the lesson
Youth	11 yr old - 18 yr old	Participate in large group format and small group discussion	

*It is important that a child in the Preschool class be fully potty trained (no longer in diapers or pull-ups). We ask our Caretakers for this age to prepare and teach lessons. This can be challenging (to say the least) if their lessons are interrupted with bathroom assistance.

**It is not necessary for a child in the kids class to be able to read or sit perfectly still for an hour. However, children in this class will be expected to pay attention and participate in the class. If a child has not reached a maturity level that will accommodate this, it is advisable to wait until he/she has to promote.

Disciplinary Guidelines

In order to teach effectively and maintain a classroom environment that is safe and comfortable for our children, we adhere to the following classroom management policy. This is applicable to children ages 1 yr old - 5 yrs old who are participating in our Toddler and Preschool classes.

If the Caretaker observes a child behaving in a rebellious, disrespectful or unsafe manner, the following steps shall be taken:

- Following the first infraction, the Caretaker will clearly and calmly explain to the child why the child's behavior is unacceptable.
- Following the second infraction, the child will receive a time-out (a time equivalent to the child's age that allows them to sit quietly in the same room but separated from the other children).
- If the behavior persists after a time-out has been administered, the Caretaker will notify the parent that the child needs to be removed from the Nursery or classroom and remain with the parent for the duration of the service.
- If the child repeatedly exhibits rebellious, disrespectful or unsafe behavior, the parent will keep the child during the service until his/her behavior has improved.

Mandatory Reporters

[Ann. Codes §§ 19-7-5; 19-7-5-41; 16-12-100]

Person Required to Report in Georgia

- Physicians, physician assistants, residents, interns, hospital and medical personnel, podiatrists, dentists, or nurses
- Teachers, school administrators, school counselors, visiting teachers, school social workers or school psychologists
- Psychologists, counselors, social workers, or marriage and family therapists
- Child welfare agency personnel or child-counseling personnel
- Child service organization personnel (includes any organization—whether public, private, for-profit, not-for-profit, or voluntary—that provides care, treatment, education, training, supervision, coaching, counseling, recreational programs or shelter to children)
- Law enforcement personnel
- Reproductive health-care facility or pregnancy resource center

Institutional Responsibility to Report

If a person is required to report child abuse because that person attends to a child as part of the person's duties as an employee of or volunteer at a hospital, school, social agency, or similar facility (including church), that person shall notify the person in charge of the facility, or the designated delegate thereof, and the person so notified shall report or cause a report to be made in accordance with this section. An employee or volunteer who makes a report to the person designated shall be deemed to have fully complied with this subsection.

Under no circumstances shall any person in charge of such hospital, school, agency, or facility, or the designated delegate thereof to whom such notification has been made exercise any control, restraint, modification, or make other change to the information provided by the reporter, although each of the aforementioned persons may be consulted prior to the making of a report and may provide any additional, relevant, and necessary information when making the report.

Standards for Making a Report

A report is required when:

- A reporter has reasonable cause to believe that child abuse has occurred.
- A person who processes or produces visual or printed matter has reasonable cause to believe that the visual or printed matter submitted for processing or producing depicts a minor engaged in sexually explicit conduct.

Privileged Communications

A mandated reporter must report regardless of whether the reasonable cause to believe that abuse has occurred or is occurring is based in whole or in part upon any communication to that person that is otherwise made privileged or confidential by law. However, a member of the clergy shall not be required to report child abuse reported solely within the context of confession or other similar communication required to be kept confidential under church doctrine or practice.

Appendix C.02

When a clergy member receives information about child abuse from any other source, the clergy member shall comply with the reporting requirements of this section, even though the clergy member may have also received a report of child abuse from the confession of the perpetrator.

Inclusion of Reporter's Name in Report

The reporter is not specifically required by statute to provide his or her name in the report. If you do wish to remain anonymous as a mandatory reporter, it would be wise to have a witness of your report so that it may be proven that you have met your responsibility.

Permissive Reporters

Persons Permitted to Report in Georgia

Any other person who has reasonable cause to believe that a child has been abused may report.

Institutional Responsibility to Report

If a person is required to report child abuse because that person attends to a child as part of the person's duties as an employee of or volunteer at a hospital, school, social agency, or similar facility (including church), that person shall notify the person in charge of the facility, or the designated delegate thereof, and the person so notified shall report or cause a report to be made in accordance with this section. An employee or volunteer who makes a report to the person designated shall be deemed to have fully complied with this subsection.

Under no circumstances shall any person in charge of such hospital, school, agency, or facility, or the designated delegate thereof to whom such notification has been made exercise any control, restraint, modification, or make other change to the information provided by the reporter, although each of the aforementioned persons may be consulted prior to the making of a report and may provide any additional, relevant, and necessary information when making the report.

Standards for Making a Report

A report is permitted when:

- A reporter has reasonable cause to believe that child abuse has occurred.
- A person who processes or produces visual or printed matter has reasonable cause to believe that the visual or printed matter submitted for processing or producing depicts a minor engaged in sexually explicit conduct.

Inclusion of Reporter's Name in Report

The reporter is not specifically required by statute to provide his or her name in the report.

Disclosure of Reporter Identity

Any release of records shall protect the identity of any person reporting child abuse.