



MANUAL OF POLICIES, PROCEDURES, & GUIDELINES

Policy Location:	G – 4	Created: 3/23/2023
Title:	Risk Reduction	Revised: (date)
Policy Owner:	Minister, Board of Directors	
Associated Documents:	Associated Documents: Bylaws Article VII.3 Responsibilities of the Board Risk Reduction Limited Access Agreement	
Last Reviewed:		

Policy

Purpose:

Affirming and promoting values of justice, as well as the inherent worth and dignity of all people, our congregation strives to ensure the safety of all people participating in the life of the congregation. Affirming our values of inclusion, we will carefully consider ways to allow or refuse involvement in the congregation of a person who has a sexual offense history. Involvement may be refused if an individual was not in appropriate treatment, refused access to treatment information, or failed to sign a limited access agreement. By engaging in a process to consider the involvement of an offender in the church, we affirm the worth and dignity of both that individual as well as the safety, of body, mind and spirit, of all others involved in our church.

Duties:

- Any person with a sexual offense history who wishes to participate (or continue participating) in the congregation is required to first meet with the *Risk-Reduction Team (Team)* and comply with their recommendation for involvement in the congregation. The team includes the Minister, Director of Faith Formation, Coordinator of Congregational Life, and other leaders as appropriate.
- Any person with a sexual offense history is not allowed to participate or be present at any church activity until they meet with the *Team* and a limited access agreement is signed.
- Any person with a sexual offense history must sign all applicable releases to contact any and all professionals and access information related to their offense history. This includes, but is not limited to, parole officers and mental health professionals.
- Any person with a sexual offense history must, under recommendation of the *Team*, submit to a risk assessment with a qualified therapist that will share that information with the *Team*.



Procedure

Sex Offender Presence – Risk Reduction Procedure

- Upon awareness of any sexual offense history of any person seeking involvement or currently involved in the life of the church, the *Risk Reduction Team (Team)* will set up a meeting with the person. The *Team* will also inform the person that they are not allowed to participate in the congregation in any way until a *Limited Access Agreement* is signed by all parties.
- In preparation for the meeting, the *Team* will gather all information concerning the person's sexual offense history that is available in the public record.
- Before an initial meeting with the person, the team will request the person's permission to contact any professional (law enforcement, mental health, etc.) related to their treatment and rehabilitation.
- The *Team* will consider the initial information and, if appropriate, require a risk assessment report (either new or very recent) to be submitted from a licensed therapist approved by the *Team*.
- The *Team* will consider any additional information or references as needed.
- The *Team* will meet with the person to discuss the information, as well as inform the person that any participation in the life of the congregation is dependent on signing a *Limited Access Agreement* that is drafted by the *Team*. Input from the individual will be considered in the final draft.
- Any person with a sexual offense history must sign a *Limited Access Agreement* which will include:
 - A trained volunteer liaison from the congregation, who is aware of the parameters of the *Limited Access Agreement* and agrees to report any concerns.
 - Regular and ongoing supervision by the *Team*.
- The *Limited Access Agreement* will be shared only with the *Team*, and any additional individuals specified in the *Limited Access Agreement* and will be reviewed (and amended or changed as necessary) by the *Team* at least quarterly, or if new information or concerns are presented.
- If any of the terms of the *Limited Access Agreement* are violated, any member of the *Team*, or any *trained liaison* or other individuals who have been made aware of the terms of the agreement, will immediately inform the person they are now not allowed to participate in any activity of the congregation until further notice.