

SEXUAL MISCONDUCT POLICY

For

Hillsboro Presbyterian Church

Policy Statement

It is the policy of this church that all church staff, officers, employees, and volunteers, whether members or not, shall maintain the integrity of the ministerial and employment relationship at all times. Sexual contact or sexualized behavior with another person while in ministerial, employment, professional, or ecclesiastical relationship, whether or not consent is given or implied, is **NEVER PERMITTED**.

Definitions

Those covered by this policy include anyone serving as pastor, officer, employee, volunteer, counselor, youth leader or assistant, supervisor, teacher, or advisor of any kind in this church.

Physical Sexual Misconduct includes:

- a. Physical sexual contact within a ministerial, employment, teaching or advisory relationship;
- b. Rape, or sexual contact by force, threat or intimidation;
- c. Sexual harassment as defined below;
- d. Child sexual abuse as defined below;
- e. Any other type of physical sexual contact whether or not consented to or initiated by the other party involved.

Further:

- f. Mutual consent is **NOT POSSIBLE** when one party is in a position of authority. Sexual Misconduct is a misuse of authority and power, which breaches the trust of leadership

Sexual Harassment includes unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- a. Submission to such conduct is made either explicitly or implicitly as a term of condition of an individual's employment;
- b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual; or
- c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile or offensive working environment.

Further:

d. Harassment may also include but is not limited to risqué jokes, innuendo, unacceptable visual contact, unwelcome casual touch, insults, unwelcome and inappropriate hugs and kisses, and suggestive pictures.

Child Sexual Abuse includes:

- a. **ANY** sexual contact or interaction between a child and an adult;
- b. Any use of a child for the sexual stimulation of an adult, a third party, or the child.

Further:

- c. Child sexual abuse may or may not involve touching.
- d. Child sexual abuse may also include but is not limited to risqué jokes, innuendo, unacceptable visual contact, unwelcome casual touch, unwelcome and inappropriate hugs and kisses, and sexually suggestive pictures.
- e. Sexual behavior between a child and an adult is **ALWAYS** considered forced.

PREVENTION

- a. Prior to any work in this church as an employee, officer, or volunteer teacher or advisor of any kind, all persons shall have their references checked, must sign their agreement to this policy and may be subject to a background check.
- b. This policy will be sent to all church members and posted in a central place. It will also be explained in all New Member Classes.
- c. If there is to be any kind of meeting with only 2 people, someone else should know about the meeting and when it is expected to conclude. The door to the meeting room is to be open if there is not an uncovered window to that room.
- d. Adults are not to work alone when working with children and youth. Rooms are to have doors open if there are no uncovered windows.

Transportation is not to be provided by an adult alone with one child or youth without the express permission of that minor's parent or guardian.

- e. All persons working with minors are to have been church participants for at least six months.
- f. ALL precautions are to be taken so that all members, participants, and friends of HPC - and the surrounding community shall know that this church and its activities are places of safety.
- g. Key leaders of other groups using our facility on an ongoing basis will be given a copy of this policy and expected to address it's intent with their constituency.
- h. Maintenance of this policy and procedures are to be the responsibility of the Session.

REPORTING

The first person to learn of an incident of sexual abuse or misconduct is to IMMEDIATELY report this to an elder, a staff person, a pastor, or if necessary to a member of this presbytery. An investigation will be conducted, and further action will be taken in accordance with the rules of the presbytery, and the legal requirements of the state.

Every pastor, elder, deacon, lay leader, employee, volunteer, counselor, youth leader or assistant, nursery attendant, supervisor, teacher, or advisor of any kind in this church, shall signify acceptance of this sexual misconduct policy using the statement which follows. A signature is required annually. Records will be kept on file at the church.