**Workbook**

**For**

**The Creation, Adoption and Implementation of**

**Local Church/Charge**

**Child Protection Standards**

**in**

**The West Virginia Conference of**

**The United Methodist Church**

**Guidelines and Rationale for Completing Your**

**Local Church Child Protection Standards**

1. The West Virginia Conference approved conference Child Protection Standards in 2003 (*Official Journal and Year Book, West Virginia Annual Conference of The United Methodist Church,* pages 209-225). These policies were revised in 2012 (*I Will Be Your Witness, West Virginia Conference of The United Methodist Church, Official Journal and Yearbook 2012,* pages 405-426). These policies make clear that every local church or charge will
2. Elect a Child Protection Coordinator
3. Officially adopt its own Child Protection Standards.
4. This workbook has been prepared in accordance with the Child Protection Standards of the West Virginia Conference and reflects all the requirements and standards that its policies expect for the local church.
5. The forms herein contain blanks to be filled in with the church name, the church administrative structure, the Local Church Child Protection Standards Coordinator, and other names, addresses and deadlines for applications and reports.
6. Every effort has been made to provide the local church with a model for child protection standards that do not bind or limit its ability to be in ministry with its families and its community. The policies and practices in this workbook afford the greatest protection for children and youth, staff and volunteers, without holding the church and its leadership to standards that would be impossible to maintain.
7. The West Virginia Conference Sexual Ethics Team provides your Local Church Child Protection Standards Coordinator with training in various methods for implementing the Child Protection Standards for your local church/charge. The team is available to provide your local church/charge additional training in other venues upon request.
8. Persons who are working to create local church or charge standards can access this entire Workbook digitally at [http://bit.ly/YtO72X](http://bit.ly/YtO72X" \t "_blank); [http://bit.ly/YtOkTL](http://bit.ly/YtOkTL" \t "_blank), then organize, format and modify the material to best suit the needs of that church or charge. However, all standards introduced in this workbook are necessary for full compliance with Conference policies.
9. Having adopted a policy, the church/charge is legally and morally bound to monitor its enforcement. The Pastor and Local Church/Charge Child Protection Coordinator will be its leaders in that work.
10. Standards and procedures for reporting suspected incidents of child/youth abuse are derived from the most current codes of law of the states of West Virginia and Maryland (W. Va. Code, §§49-1-3 and 61-8D-1 through 61-8D-6; Maryland Code, §§3-601 through 3-607, 11-203 and 11-209). These standards and procedures represent reporting requirements that are not negotiable for the church/charge, its leadership and its volunteers.