



PORTLAND CHRISTIAN SCHOOLS
EST. 1947

It is the mission of Portland Christian Schools to educate students in the truth of God's word in every area of instruction and activity, so that their lives may be transformed by the renewing of their minds.

Adult/Youth Contact Policies and Procedures Video Guide

<http://www.pcschools.org/apps/pages/employment> (scroll to Adult/Youth Contact Training)

Touching Policy:

Appropriate touching is important for a child's development and is generally suitable in a school setting. All touching should be _____ by the child or youth.

School age children and teens may also require caring or affirming touch: Touching should be _____ to handshakes, a pat on the arm or shoulder, or a quick "side-to-side" hug.

Teacher/Staff Responsibilities:

As an employee or volunteer at Portland Christian Schools you are a _____ reporter.

Student Contact:

Employees may not have instant-messaging, text messaging, or other "instantaneous unrecorded conversations" with students of any age or grade without express _____ from the student's parent.

Behavioral Discipline:

Discipline is training that _____, shapes, strengthens, and _____ a student.

School Sponsored Events:

A _____ must be in charge and responsible for all school sponsored events.

Reporting:

If you see any evidence of physical injury, neglect, sexual or emotional abuse, or financial exploitation, report it to your _____ immediately. Then phone the Department of Human Services (DHS).

Take any story of abuse _____ and report it according to policy.

Dealing with the Media:

All inquiries regarding the incident must be referred to the appropriate _____. The school has a qualified spokesperson or an attorney scheduled to serve on their behalf.

Mark 9:36-37 (NIV)

He took a little child whom he placed among them. Taking the child in his arms, he said to them, "Whoever welcomes one of these little children in my name welcomes me; and whoever welcomes me does not welcome me but the one who sent me."

Matthew 18:6, 10

"If anyone causes one of these little ones—those who believe in me—to stumble, it would be better for them to have a large millstone hung around their neck and to be drowned in the depths of the sea... See that you do not despise one of these little ones. For I tell you that their angels in heaven always see the face of my Father in heaven."

Agreement of Compliance for Adult/Youth Contact Policy

As an employee, substitute teacher, tutor, coach or volunteer worker for Portland Christian Schools, I understand that I must adhere to the Adult/Child Contact Policy as stated by the Board of Trustees.

I have viewed the Portland Christian Schools Adult/Youth Contact on-line training and understand and agree that:

- Appropriate touch should be initiated by the youth and must not give the appearance of wrongdoing. My behavior must foster trust at all times; it should be above reproach.
- I must always be careful to make sure my conduct is appropriate for the age of the student I am working with.
- I must refrain from kissing any student.
- I understand that appropriate touch should be limited to handshakes, a pat on the arm or shoulder, or a quick "side-to-side" hug. Students should not be drawn to the chest in a hug or embrace.
- A students' preference not to be touched should be respected. I will not force affection upon a reluctant child.
- I must promptly report to my supervisor or site administrator any inappropriate touching or questionable behavior with students by parents, relatives, friends, other workers, or students.
- In the event that a student or students need to be restrained or separated due to aggressive behavior and no other course of action appears effective, as the adult in charge, I must intervene using the minimal force necessary to protect myself and student.

Signature _____ Date _____

Please print name _____

Birth month: _____

Birth day: _____