



Code of Conduct for Those Working with Children and Youth

1. To protect Zumbro staff, volunteers, and program participants—during a Zumbro program- a volunteer or staff person should not be alone with a single child or youth where they cannot be observed by others. The church recognizes that one-to-one contact may be appropriate at times to maintain confidentiality. When this type of activity is appropriate, it is expected that a second adult be on the premises, aware of this activity, and available if needed. Otherwise, it is best the two people meet in a public space such as a coffee shop.
2. All in person and virtual events for children under 12, and events for youth (age 12 and over) with 3 people or fewer, must have a second adult (unrelated to the first adult) present. All events for Children and Youth must have at least one Protected in Christ trained and screened adult participating in the event.
3. Volunteers and staff shall not abuse children youth, and vulnerable adults including:
 - Physical abuse: strike, spank, shake, slap
 - Verbal abuse: humiliate, degrade, threaten
 - Sexual abuse: inappropriate touch, assault, or verbal or written exchange
 - Emotional or Spiritual abuse: shaming, manipulation, withholding love, cruelty
 - Neglect: withholding food, water, other basic needsAny type of abuse will not be tolerated and may be cause for immediate dismissal and/or criminal investigation.
4. Adult volunteers and staff may not date or be in a romantic relationship with program participants under the age of 18 years of age or any youth still in high school.
5. Volunteers and staff will respect people's right to not be touched in ways that make them feel uncomfortable and will always respect their right to say no. We will practice consent.
6. Supervision of children and youth will be maintained before and after all events until all children/youth are in the care of parents or guardians or other appointed adult (or in case of youth driving on their own- in their car).
7. Inappropriate or degrading jokes, sharing inappropriate intimate details of one's personal life, and any other kind of inappropriate language or stories in the presence of children, youth or volunteers is prohibited.
8. Volunteers and staff should conduct private activities in pairs--bathroom supervision, diaper changing, first-aid, putting on bathing suits, etc. When this is not feasible staff should be positioned so that they are visible to others.
9. Volunteers and staff must use positive techniques of guidance, including redirection, positive reinforcement, and encouragement rather than competition, comparison, and criticism. Physical restraint is used only in predetermined situations (necessary to protect child or other children from immediate harm) in a prescribed manner and must be documented in writing.
10. Volunteers and staff will respond to children, youth, vulnerable adults and fellow leaders in the program with respect and compassion. All participants will be treated equally regardless of age, economic condition, ethnic, racial, or religious background, physical and mental ability, sexual orientation, or gender identity or expression.
11. Using, possessing, or being under the influence of alcohol or illegal drugs during children or youth programs is prohibited. Smoking or using tobacco in the presence of children or youth is prohibited.
12. Staff and volunteers cannot drive children or youth for an official church event without prior consent of parents/guardians. All drivers must be licensed, have proper screening by Zumbro and be between 21-78 years old (for rental

vehicles 20-75). All adults, children, and youth are required to be transported in safe and well-maintained vehicles and use all required safety measures including seatbelts and proper child seats.

13. Volunteers and staff are expected to create and maintain safe environments (and enforce all safety protocol) for all children and youth events and gathering (including appropriate COVID mitigation). It is always the leader's reasonability to be the voice and enforcer of safety, reason and appropriate boundaries.
14. Volunteers and staff will not publish the personal information or photos (with names) of children or youth without written permission of their parents or legal guardians. No names will be included with photos unless written consent is obtained.
15. Staff and volunteers will respect the social media policy that if a child or youth wants to "friend" or follow you on a social media platform, they will need request you first. Social

media, by its very definition, is a public forum. There is no privacy in social media, even with the use of security settings. Be aware of unintended consequences as people interpret posts.

16. Staff and volunteers will use appropriate boundaries with children and youth regarding texting and cell phone use. Use of texting and cell phone should be ok-ed by parent/guardians.
17. One-on-one virtual or phone conversations should be done in a shared space in the home (so an adult could be within ear shot) (i.e.: confirmation mentoring) and/or with parent/guardian consent.
18. An official Zumbro account must be used for all Children and Youth online events. Zumbro staff and parents/guardians need to be aware of all virtual gatherings. Passwords or a waiting room must be used on all calls for Children and Youth events to protect the virtual space from unwelcomed guests.

For the sake of the gospel of Jesus Christ, to intentionally create a safe haven for children, youth, and vulnerable adults, and to protect our volunteers and staff, we commit to living and serving by this code of conduct. I understand that any violation of this Code of Conduct may result in being released from volunteering or working with children, youth, or vulnerable adults at Zumbro Lutheran Church and in some cases will be reported to the legal authorities.

I also understand if at any time I suspect abuse, neglect or a potentially dangerous situation I am expected to report the situation to a member of the Zumbro Lutheran Church pastoral or program staff and, if needed, legal authorities immediately (within 2 hours).

Adult/Youth Leader or Staff Signature

Date