



Dear Pastor and/or Clerk of the Session:

We are pleased to have you participate with MTW in our short-term missions program this year. Before you proceed much further in the important process of preparation, we must bring to your attention the issue of protecting children against child sexual abuse.

Child sexual abuse is a very complex problem. Not only is it widespread and deeply painful to those it affects, but there is no one ideal solution. Our goal is to offer some guidelines and policy that will help prevent child sexual abuse.

Perpetrators actually seek out churches to begin their strategy of child sexual abuse. These people are good with kids and are liked by the kids. They are very helpful to youth leaders and children's programs. They often are the first to volunteer for youth outings, retreats and mission trips.

We assume responsibility as a sending agency of the PCA to provide the maximum protection and safeguards for our participants and churches. That is why we have the following procedures in place. At the October 1994 meeting of the CMTW, the following policy was adopted:

Anyone who has a criminal background in child sexual abuse or has admitted guilt to child sexual abuse (including crimes committed against teenagers) will not be allowed to participate in any one- or two-week MTW program involving minors, regardless of when the offense occurred.

We at Mission to the World must know that you are properly screening your team members. Please complete this form to verify that you have screened each adult member of your team and that none of them has a background in child sexual abuse.

In addition to the screening that you do as a church, MTW will run a background check on the team leader, and requires that each adult team member complete an on-line child protection training course which we will give them access to through Protect My Ministry. Each adult team member is also required to read and sign our MTW Code of Conduct policy included below.

Your team may be exclusively adults, however, they could be on a project where youth from other churches will be participating or your group may be involved in some ministry involving children such as backyard Bible clubs

We have available for you, at no cost, a booklet entitled **7 Steps to Protecting Our Children**. It has been developed by Darkness to Light, (www.darkness2light.org), a non-profit organization committed to educating adults about the steps they can take to prevent, recognize and react responsibly to the reality of child sexual abuse. We will be happy to send it to you if you call or email us a request.

If you have any questions, please feel free to call me at Mission to the World. We look forward to our partnership together in missions.

Yours in the Great Commission,

Mark Thompson
1&2 Week Operations Manager

SCREENING AND RELEASE OF LIABILITY FOR CHILD SEXUAL ABUSE

Church _____ Project Location Chiba, Saitama & Tokyo, Japan

City, State _____ Project Dates October 20-29, 2017

Due to the fallen nature of the world in which we live and our responsibility to evaluate each participant to best of our ability, we would ask you to fill out and return this form to the **MTW** office, Attn: 2 Week Program. Please consider the following as you fill out this form.

Screening is required and refers to a process in which you obtain references for those adults who will work with youth. If the pastor or leadership of the church has had five or more years experience with an individual, then you may feel that is sufficient screening. The **process** for screening is at your discretion. See suggestions on the back of this form.

Background checks are only required if questions arise during screening (see above); they are done through your local sheriff's office and usually involve a financial charge.

"By virtue of our participation on this MTW project/field, **we assume the responsibility to screen all adults who participate on the project to ensure that no one with a background of child sexual abuse participates.** We also agree to run a criminal background check when questions arise from the screening process that warrants such a step.

We assume full responsibility for the conduct of all our participants on this MTW project (including adults and minors), and hereby agree to waive and release any and all claims and causes of action for damages or other relief that we may have against MTW, the Presbyterian Church in America, any of their affiliated or member entities, and their respective officers, directors, employees, agents, attorneys, or representatives, arising out of this MTW project, including but not limited to the conduct of our participants toward youth involved in this project.

We further agree to indemnify and hold harmless MTW, the Presbyterian Church in America, any of their respective officers, directors, employees, agents, attorneys, or representatives, from and against any and all liability that they may incur, including attorney's fees or other legal expenses, arising directly or indirectly from the conduct of our participants in this MTW project, including but not limited to the conduct of our adults toward youth involved in the project."

Signed: _____ Date: _____

Position held in church: _____
(Must be pastor or clerk of session)

The following policy was approved at the October 1994 Committee on Mission to the World meeting:

*Anyone who has a criminal background in child sexual abuse or has admitted guilt to child sexual abuse (including crimes committed against teenagers) will not be allowed to participate in any one or two-week **MTW** programs involving minors, regardless of when the offense occurred.*

For further information on how your church can take such precautions on behalf of your children, contact the Administrative Committee of the PCA.

Please return your signed form to: missiontrips@mtw.org

Or mail to: MTW 1&2 Week, 1600 North Brown Road, Lawrenceville, GA 30043

Pastor, please do not send this to MTW, instead scan only this page and send as an e-mail attachment to Beth Philbrick (jphilbrick001@cfl.rr.com). Only 1 form is needed for all team members from your congregation.