



Registered Sex Offender Policy & Procedure

Revised 10/2020

Purpose

Our priority at Cross of Grace Church is the safety of our children, members, and guests. The purpose of this policy is to walk with a Registered Sex Offender through a process to determine if that individual can participate in the ministry of Cross of Grace Church. Ministry is defined as but not limited to, participation in select church events, church membership, serving as a Sunday team volunteer, and operating as a paid or unpaid leader/staff member in the church.

This process will take time and Cross of Grace Church will not offer a completion date. Efforts will be made to reach a conclusion in a reasonable timeframe. However, the need to exercise wisdom, discretion, and care are prioritized.

Procedure

1. The process will start when a Pastoral Team member is made aware of a Registered Sex Offender participating or requesting to participate in the ministry of Cross of Grace Church. A documented timeline will begin using the "Registered Sex Offender" form.¹
2. An interview of the Registered Sex Offender will take place with at least two Pastoral Team members to determine the details of the conviction(s), to ask for any court documentation related to the conviction(s), and gather any other pertinent information. If it is not possible to have two Pastoral Team members conduct the interview, one of the Deacons or another trusted church member selected by the Pastoral Team may accompany the Pastoral Team Member conducting the interview.
3. A complete investigation by a member of the Pastoral Team will commence. A background check will be performed, as well as a review of relevant court documentation and any other pertinent information related to the Registered Sex Offender. If possible, the Registered Sex Offender's parole officer will be interviewed.
4. This information will be submitted to the Pastoral Team for their input about the possibility of the Registered Sex Offender participating in the ministry of Cross of Grace Church.
5. If it is feasible that the Registered Sex Offender participate, a written plan will be formulated which outlines reasonable permissions and limitations that the Registered Sex Offender must abide by. This plan will be submitted to the Pastoral Team for final approval.

¹ This is an internal form used only by members of the Pastoral Team. Its contents are confidential.



6. If the plan is approved, two members of the Pastoral Team will meet with the Registered Sex Offender to present the written plan. If it is not possible to have two Pastoral Team members conduct this meeting, one of the Deacons or another trusted church member selected by the Pastoral Team may accompany the Pastoral Team Member conducting the meeting.
7. If the plan is accepted and signed by the Registered Sex Offender and the Pastoral Team, it will then be sent to the Children's Ministry Leadership Team and the Sunday Operations Team Leaders.
8. The plan will be initiated and the Registered Sex Offender may participate in the ministry of Cross of Grace Church within the limitations set by the plan. Any violation of the conditions of the plan by the Registered Sex Offender will result in the plan being revoked, the privileges to participate forfeited, and notification of the authorities.
9. All church members will be notified in writing of the Registered Sex Offender's participation in the ministry of Cross of Grace Church.
10. New church members will be notified of any Registered Sex Offenders who have an approved plan and are actively participating in the ministry of Cross of Grace Church.