

## **POLICY FOR THOSE CONVICTED OF SEXUAL OFFENSES AGAINST A MINOR AND ATTENDANCE AGREEMENT**

XYZ Church is a place for introducing Jesus Christ to people who do not know him. We want XYZ Church to be a safe place for everyone to learn about Christ and the gospel. In order for XYZ Church to be a safe place for all to attend, our elders believed it necessary to adopt an official policy regarding those on the registered list of sexual offenders (henceforth referred to as simply "offenders") who desire to attend our services or join our church.

### **Definition of Terms**

In the following statement of conditions, these terms shall have the assigned meanings:

- **Service(s):** includes any gathered event of XYZ Church, whether held at a facility owned by Summit, a rented campus, or at an offsite location.
- **Small group:** includes any meeting of a XYZ Church small group under the authority and leadership of XYZ Church, whether in a home, at a XYZ Church location, or other location.
- **Activities:** includes services, small groups, service events, retreats, conferences, or any other function sponsored by XYZ Church, regardless of the event location.
- **Supervising Elder:** the elder of XYZ Church designated to oversee the fulfillment of this contract with a given offender in fellowship with XYZ Church.
- **Escort:** an approved delegate of the supervising elder who signs in and signs out with an offender attending a Summit service or activity, and who monitors the offender's restroom use while onsite.
- **Child or children:** any person under the age of 18 years old.

### **Policies**

1. Any registered offender is expected to self-disclose his or her status as a registered offender (including his/her level designation) to an elder prior to attending any XYZ Church services or activities. Whether through disclosure or discovery, as soon as the registered status of an offender is realized the protocols of this policy will be expected to be honored or the offender may not attend any Summit services or activities.
2. A Category One offender<sup>1</sup> may not attend any Summit services or activities, including small groups, until signing the "Attendance Contract for Category One Offenders."
3. Offenders are prohibited from attending XYZ Church services and / or activities under any of the following circumstances:
  - a. If any victim of the offender is a member of XYZ Church or known to regularly attend any Summit campus.
  - b. If the offender has a history of not following established contract agreements at other churches.
  - c. If the offender does not agree to the conditions for fellowship at XYZ Church.
  - d. If the offender does not comply with the conditions for fellowship at XYZ Church.
4. A Category Two offender is considered to have a moderate to high risk of re-offending. Given this heightened risk, Category Two offenders are prohibited from attending XYZ Church services, small groups, or activities. Individuals with these designations are encouraged to attend a smaller church where they can be known and supervised.
5. Any individual that has at any time registered as an offender is prohibited from entering into XYZ Church's children's ministry areas or participating as part of XYZ Church's children ministry. This prohibition continues to exist regardless of whether the offender status is removed. This prohibition is non-negotiable.
6. An offender may not attend any children- or youth-oriented services or activities. However, the offender is allowed to attend services and activities where children may be present, such as worship services, and is allowed to be in the church foyer or auditorium, for example, so long as five or more adults are present including their assigned escort.
7. At such time as an individual ceases to be a registered offender, a copy of the "Certificate and Order of Discharge," or a similarly equivalent Court document, must be submitted to the individual's supervising elder to be included in the offender's file. At that time, an evaluation will be conducted to determine if and what continuing restrictions will remain in place.

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<sup>1</sup> Category One and Category Two sex offender distinctions are defined in more detail on page four of the document.

## ATTENDANCE AGREEMENT FOR CATEGORY ONE SEX OFFENDERS

Category One offenders must commit to the following conditions for fellowship at XYZ Church.

Category Two offenders may not attend XYZ Church services or activities under any conditions.

### I agree to the following conditions:

1. I will be assigned a XYZ Church supervising elder who will evaluate and monitor my access to XYZ Church services and activities. I will meet regularly<sup>2</sup> with my supervising elder to evaluate and monitor my access to XYZ Church services and activities.
2. I will meet with the court ordered Community Corrections Officer (CCO), or other similar officer, as prescribed.
3. I will meet with a certified sex offender treatment therapist, if required by my CCO or supervising elder without complaint.
4. I will provide the treatment therapist's name and phone number and the CCO's name and phone number to my supervising elder.
5. I will get approval by the court ordered CCO, therapist, social worker, and XYZ Church supervising elder to attend XYZ Church. A copy of a signed authorization from each of these providers must be provided to your supervising elder.
6. I agree to have my picture, name, offense level, and a copy of this signed contract emailed to all XYZ Church pastors, elders, and staff before attending a XYZ Church service or activity.
7. I agree to have my picture, name, offense level, and a copy of this signed contract included in the records of the security teams at all XYZ Church locations, accessible to all staff and volunteer security workers.
8. I will not attend any XYZ Church services or activities (nor be present on the property of XYZ Church or off-property gathering location) without my supervising elder or an approved escort. My supervising elder must approve my escort, in his sole and absolute discretion. If my supervising elder or approved escort are not available, I will not attend any XYZ Church services or activities (nor will I be present on the property of XYZ Church or off-property gathering location) at any time.
9. Immediately upon my arrival at a XYZ Church service, I will sign in at the Next Steps area (or other location designated by the supervising elder) with my supervising elder. I will wait there until my supervising elder or escort is able to sign in with me, acknowledging that I am on location. If my supervising elder or escort cannot be located, I will sign out, indicating the time of my departure, and promptly leave XYZ Church premises.
10. I will not serve in any role in a XYZ Church ministry without prior approval from my supervising elder.
11. **I acknowledge and agree that all children and student areas are off limits at all times**, even if my own children are attending XYZ Church and are present and participating in XYZ Church's children or student's ministry or activities. In that case, I will not walk my own children back into XYZ Church children's ministry area, but will make other arrangements for them, such as having a children's ministry leader walk them to and from the children's ministry area for me. I will not supervise any children's activities nor enter a designated children's area. I will not serve in XYZ Church children's or youth's ministries.
12. I will not attend a XYZ Church small group where children are present, regardless of the location of the small group meeting.
13. I will not visit the home of a XYZ Church family where children are present, without the parent knowing my history and offense level and giving permission for my entry into their home.
14. I will promptly leave any area on XYZ Church property where children are present with the exception of a populated church foyer, auditorium, or area where five or more adults are present.
15. I will not have any physical contact with a child at XYZ Church, including, without limitation, sitting next to a child other than my own, holding a child on my lap, or being hugged or kissed by a child at XYZ Church. If a child other than my own approaches me to talk, I will acknowledge him or her and promptly leave the area. I will report this to my supervising elder or escort before leaving XYZ Church premises.
16. I will only use the bathrooms after my supervising elder or approved escort has entered and found no children in the bathroom. My supervising elder or escort will monitor the door while I use the facility.

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<sup>2</sup> "Regularly" would mean, but is not limited to: checking in and out each time he/she is at a Summit service of activity; providing an account of having attended each CCO, social worker, or therapist session; and a monthly meeting to discuss spiritual growth and how he/she is resisting temptation.

17. I understand that my supervising elder will retain records of our meetings, which will be available to the offender's therapist, CCO, and court at their request.

I understand the above conditions. I submit to these conditions and wish to attend XYZ Church. I submit to my supervising elder at XYZ Church. I accept that if I break any of the above conditions, I will no longer be allowed to be present at any XYZ Church location or activity. XYZ Church pastors, deacons, employees, small group leaders, and XYZ Church members are released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized herein.

Printed Name of Offender: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Signature of Offender: \_\_\_\_\_

Date: \_\_\_\_\_

Church Location Attending: \_\_\_\_\_

Printed Name of Summit Supervising Elder: \_\_\_\_\_

Signature of Summit Supervising Elder: \_\_\_\_\_

Date: \_\_\_\_\_

## What are the different offender levels and what do they mean?

Offender levels are generally determined by state and federal law and take into account several factors about the offender and the nature of his or her crime in order to determine possible risks to the general public.

In North Carolina, juveniles and adults may be considered sex offenders. Typically, offenders are:

- Subject to civil commitment if judged to be a sexually violent predator
- Required to register on a sex-offender specific registry when released to the community
- Assigned risk level classification for purposes of community notification by law enforcement

<b>Category One</b>	<p>Category One sex offenders present the lowest risk for re-offense to the community at large.</p> <p><u>Some sample characteristics:</u></p> <ul style="list-style-type: none"><li>• These individuals normally have not exhibited predatory type characteristics.</li><li>• Most have successfully participated or are participating in approved sex offender treatment programs.</li><li>• Many are first time offenders.</li></ul> <p>You may call law enforcement to ask about a specific individual if you suspect they might be a sex offender, but the law does not mandate community notification.</p>
<b>Category Two</b>	<p>Category Two sex offenders generally present a moderate to high risk to re-offend.</p> <p><u>Some sample characteristics:</u></p> <ul style="list-style-type: none"><li>• These individuals may be considered a Category Two sex offender because of the nature of previous crime(s).</li><li>• For some Category Two sex offenders, lifestyle (drugs and alcohol use, other criminal activity) may influence their potential to re-offend.</li><li>• These individuals often have more than one victim and/or took advantage of a position of trust and authority, such as a teacher, coach, clergy or babysitter.</li><li>• Most have prior sex crime convictions as well as other criminal convictions.</li><li>• Some have predatory characteristics and may seek out victims unknown to the offender.</li><li>• These individuals may have used violence in their crime.</li><li>• These individuals may have refused or failed to complete approved sex offender treatment programs.</li></ul>

### Disclaimer

The sex offender level is typically determined by the law enforcement agency in which the sex offender resides. Any questions regarding a sex offender's level should be directed to the law enforcement agency in which the offender resides.

# SUPERVISING ELDER FILE COVER FORM

Name of Registered Offender: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name of Supervising Elder: \_\_\_\_\_

List of Approved Summit Escorts:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Checklist of Obligations by Offender:

- **Signed Attendance Contract for Category One Sex Offenders**
  - Placed in case file of Summit supervising elder with other records and copy of this document provided to:
    - The Offender
    - The Community Corrections Officer
    - The Sex Offender Therapist
- **Provided contact information for their Community Corrections Officer**
  - Name: \_\_\_\_\_
  - Phone Number: \_\_\_\_\_
  - E-mail: \_\_\_\_\_
- Obtained a document indicating the awareness of and permission for this individual attending XYZ Church
- **Signed a Release of Information to Speak with Their Sex Offender Therapist**
  - Name: \_\_\_\_\_
  - Phone Number: \_\_\_\_\_
  - E-mail: \_\_\_\_\_
- Obtained a document indicating the awareness of and permission for this individual attending XYZ Church
- **Committed to Monthly Meeting with Supervising Elder**
  - Records of these meetings to be kept in the case file of the Summit supervising elder

# OFFENDER SIGN IN AND SIGN OUT SHEET

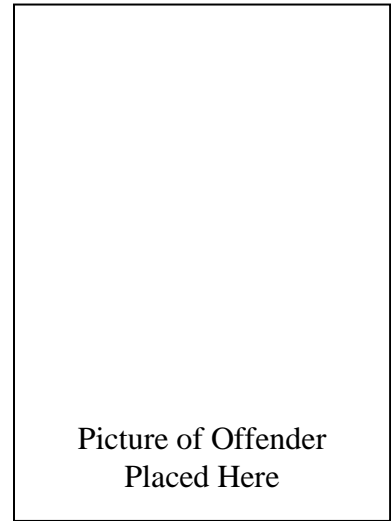
Name of Offender: \_\_\_\_\_

Offense Level: \_\_\_\_\_

Name of Supervising Elder: \_\_\_\_\_

List of Approved Summit Escorts:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



Date	Time Signed In	Time Signed Out	Offender Signature	Supervising Elder / Escort Name

*A completed copy of this document will be sent to each member of the Summit pastoral staff with responsibilities at or over the offender's campus. A completed copy of this document will also be sent to the security team and designated sign-in-sign-out person(s) at the offender's campus.*

# SUPERVISING ELDER PASTORAL MEETING RECORD

Name of Offender: \_\_\_\_\_

Date of Meeting: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Time of Meeting: \_\_\_\_\_ AM / PM

**Discussion Notes** (overview of main points of conversation):

**Points of pastoral assessment:**

- Did this individual reveal any non-compliance with his/her sex offender status?  
Yes // No (if yes, then contact Community Correctional Officer immediately)  
Describe:
  
- Did this individual express any elevated levels of temptation to lust towards children?  
Yes // No (if yes, require them to speak with their sex offender counselor)  
Describe: