



Gospel Light Christian Church Child Protection Policy

General

Purpose

- i. Children are a gift to the Church from a loving God (Psalm 127:3). But child abuse or neglect can and does happen within the Christian community, even within the premises of the church. Gospel Light Christian Church (hereafter referred to as "**Gospel Light**" or "**the church**") serves to provide a safe environment for the physical and emotional well-being of all children participating in church activities. The church exists to protect the reputation of the gospel of Jesus Christ by maintaining the highest ethical standards such that volunteers and staff always live and serve above reproach.
- ii. Future revisions to this policy may be made with the authorization of the church leadership.
- iii. This Child Protection Policy shall be available in the church office to all visitors, volunteers, members, and staff of the church.

Policy Statement

- i. Gospel Light takes all indicators and reports of child abuse or neglect seriously. The church is aware that children who are ill-treated in one way are significantly vulnerable to maltreatment in other forms. As such, this Child Protection Policy helps to direct the church in taking extra steps to protect the child from known risks, and be extra attentive to and supportive of the child.

Scope

- i. The scope of this policy covers all Gospel Light endorsed activities that take place on-site at 39 Punggol Field Walk or off-site.

Definitions

- i. The term "child" or "children" shall include all persons under the age of eighteen (18) years.

- ii. Abuse means
 - a. physical abuse, which includes conduct or behaviour that (i) causes or threatens to cause, personal injury or physical pain to an individual; (ii) coerces or attempts to coerce, an individual to engage in sexual activity; or (iii) threatens an individual with the death or injury of the individual;
 - b. emotional or psychological abuse, which means conduct or behaviour by an individual towards another individual that torments, intimidates, harasses, or is offensive to the individual; or that causes or may reasonably be expected to cause mental harm to the other individual, including thoughts of suicide or inflicting self-harm;
 - c. conduct or behaviour in an individual that in any other way controls or dominates another individual and causes the other individual to fear for his or her safety or wellbeing; or
 - d. conduct of behaviour in an individual that unreasonably deprives, or threatens to unreasonably deprive, another individual of that other individual's liberty of movement or wellbeing. (See Appendix 1 for Indicators of Abuse)
- iii. Neglect, in relation to an individual, means the lack of provision to the individual of essential care (such as but not limited to food, clothing, medical aid, lodging and other necessities of life), to the extent of causing or being reasonably likely to cause personal injury or physical pain to, or injury to the mental or physical health of, the individual.
- iv. Grooming of children, is the befriending and establishing of an emotional connection with a child, and sometimes the family, to lower the child's inhibitions with the objective of sexual abuse.

Gospel Light Christian Church has a Reporting Team, comprising of 2 volunteers and a member of the Board of Elders as follows:

Chairman: Kenii Takashima (Legal Counsel)
Members: Irene Louis (Counsellor)
Pastor Jason Lim (Board of Elder Representative)

The Reporting Team can be contacted via phone at 9117 6000 or via email at shine@gospellight.sg during office hours from Monday to Friday, 8am to 5pm.

If an allegation of child abuse or neglect is brought to a member of this team, that member is responsible to convene a meeting of the Reporting Team within twenty-four (24) hours of the report. The team will be responsible for reviewing the allegation and determining next steps.

The list of numbers and persons to contact is given in Appendix 2.

Guidelines/ Reporting of incidents

- i. The abuse of children is not only a sin, but a crime (Matthew 18:6). Gospeliters should contact the Reporting Team within twenty-four (24) hours when:
 - a. a child **discloses** abuse/neglect;
 - b. when they **witness** signs of abuse/neglect (See Appendix 1);
 - c. when they **observe** signs of abuse/neglect (See Appendix 1).
 - d. when they **hear** a first-hand witness account of abuse/neglect.
- ii. Before reporting a witnessing of abuse, the child's safety must be ensured. Once the child is protected, the abuse/neglect must be reported to the Reporting Team immediately. If the reporter believes that the child is in immediate danger, they should first contact the police to report the situation (see Direct Reporting to Authorities) and only thereafter follow up with reports to the Reporting Team as soon as possible, and no later than than twenty-four (24) hours after the incident is disclosed, witnessed, observed or heard about.
- iii. Appendix 3 gives the template to be used for reporting a case of abuse.

Direct Reporting to Authorities

In certain circumstances, those suspecting abuse/neglect should report the incident directly to the authorities. Those circumstances would include:

- Where there is immediate danger;
- When no member of the Reporting Team is contactable;
- When the person suspecting the abuse or neglect does not believe the Reporting Team has effectively dealt with those suspicions.

Internal Response to an Allegation

- i. When the allegation is made, the Reporting Team shall:
 - a) Ensure the safety of the suspected victim and if imminent threat exists, to immediately call the police to ensure the safety of the suspected victim, if this is not done by the Reporter;
 - b) Immediately ensure that the suspected perpetrator of the abuse/neglect has no further contact with the suspected victim and suspend the suspected perpetrator

from any child-related activities, pending an investigation, and instruct him/her to remain away from the church premises during the investigation;

- c) Conduct expedient follow-up to determine whether or not the suspicions of abuse/neglect are reasonable. Discussions with relevant Elders or Ministry Leaders might be required;
- d) Notify the child's parents except in those cases where it is suspected that the parents might be the perpetrators of the abuse/neglect and/or are allowing the abuse/neglect to continue;
- e) Report the outcome of the investigation by the Reporting Team to the Board of Elders. In the event that the report of suspected abuse/neglect is deemed to be unfounded, the Board of Elders can provide a second opinion;
- f) Liaise with the Board of Elders to care for and address the congregation where appropriate. An appointed member of the Board of Elders will be the spokesperson to address the congregation as well as to provide any media response. He will seek legal input from Legal Counsel in the Reporting Team;
- g) Notify the reporter of the suspected abuse of the decision to report/not report to the authorities. In the event that the suspicions are deemed to be unfounded, a reason should be given to the reporter and they should be counselled on their options to independently report their suspicions;
- h) Provide contacts of external counselling services to the family of the alleged victim for purpose of care and support;
- i) Inform the alleged victim's family as well as affected members of the availability of pastoral care. Pastoral care meted out should function in a strictly pastoral nature without regard to the truth of any accusation or circumstances surround the incident. The primary focus is to care and support the victim and family as well as affected members;
- j) The Reporting Team will document in writing all reports of suspected abuse or neglect and all steps taken by the team in response to the report.

Appendix 4 shows the steps to be taken by the various parties involved:

- Person who discovers the abuse/neglect (Reporter)
- Ministry Leader
- Reporting Team
- Board of Elders

Determination of Status of the Accused

Depending on the accused's position, the following actions will be taken if the accused admits guilt, does not contest guilt, or there is a finding of guilt in a criminal court:

Accused's Position	Action Taken by Gospel Light
Spiritual Leadership	<ul style="list-style-type: none"> • Removal from ministry and laicised • Not be permitted to preach in any capacity for Gospel Light <p><i>Even if found not guilty, they may also be removed from the ministry and debarred from working with or having unsupervised contact with children, if the church leadership deems them to be a danger to children.</i></p>
Staff	<ul style="list-style-type: none"> • Immediate termination • Immediately prohibited from working with, or having unsupervised contact with children • Head (HR) will include this information as part of the Staff's personnel file and take steps to ensure that the individual be not employed or permitted to volunteer for Gospel Light in any capacity
Member	<ul style="list-style-type: none"> • To be highlighted to BOE for removal from membership roll • Immediately prohibited from working with or having unsupervised contact with children
Regular worshipper/ volunteer	<ul style="list-style-type: none"> • Immediately prohibited from working with or having unsupervised contact with children
Visitor	<ul style="list-style-type: none"> • Inform all parents so that accused will not be able to communicate or contact their children • Inform all Children's Ministry volunteers to be on the lookout to ensure that visitor is not permitted in any of our children activities • Barred from the church premises (unless under exceptional circumstances decided by the church leadership)

- i. If the accused's position falls under multiple categories e.g. both a staff and a member of the church, the actions taken would be cumulative.
- ii. In cases where the accused is a Christian in a spiritual leadership position, a member of the church, a regular worshipper, volunteer or a Staff, Gospel Light will undertake to pray for, encourage and offer pastoral support to those convicted of such offences if there is credible evidence of repentance.
- iii. If the accused leaves Gospel Light and attends another church, Gospel Light's church leadership will disclose allegations or self-admission or criminal conviction

of neglect or abuse to the leadership of the other church if the accused is found guilty.

Managing Safe Behaviour

- i. Gospel Light requires at least 2 unrelated adults to supervise all child activities. For youth activities (age 12 to 18), supervision by 1 adult will be sufficient.
 - a. Should there be a need for one-on-one mentoring e.g. tuition, the adult and child should meet at a place where the supervisor or Children Ministry Leader can interrupt the time or observe from a distance. Furthermore, the meeting will take place at a public place with high visibility. (For more details, please refer to **ii. Statements of Physical Boundaries** under **Appendix 5: Code of Conduct**)
- ii. Safe Touch
 - a. Gospel Light prohibits the following:
 - i. Sexually or physically abusive touch;
 - ii. Touching a child's thighs, stomach, bottom, or back;
 - iii. Massages on the shoulder, back, thighs, bottom and legs;
 - iv. Tickling on the back or hips;
 - v. Any touch that is unwanted by a child;
 - vi. Any touch that is done in secret;
 - vii. Lap sitting;
 - viii. Full frontal hugs;
 - ix. Corporal punishment.
 - b. Gospel Light desires to show healthy affection to its children through the following instead:
 - i. Displays of affection that are observable and interruptible;
 - ii. Kind words or praises;
 - iii. High fives;

- iv. Handshakes;
 - v. Pats on the shoulder;
- iii. Language and Media Content
- a. Gospel Light acknowledges that sexual and violent language is a serious boundary violation. As such, the following are prohibited:
 - i. Sexually suggestive language, racy jokes, sexual innuendo, descriptions of sexual experiences;
 - ii. Uploading, downloading or viewing of pornography/ gory or violent imagery;
 - iii. Music/ video games or movies with sexual or violent themes.
 - b. Gospel Light encourages godly and positive verbal interactions including:
 - i. Encouragement;
 - ii. Kind words;
 - iii. Prayer.

In the event that the child/youth expresses discomfort with any action of a staff/volunteer, the staff/volunteer should cease from that action, even if it is listed above as a safe behaviour.

Volunteer Screening

- i. Volunteers must be assessed before being allowed access to children. When recruiting volunteers the following steps will be taken:
 - a. Allow volunteers to sit in a session of Children's Ministry, Youth Ministry, ShineKidz or Club39 under the supervision of the respective Children's Ministry Leader for Playgroup, Tots, Kinders, Juniors and Kids, Youth Shepherd, ShineKidz Executive or Club39 Supervisor;
 - b. Volunteers are to complete an application form (See Appendix 6);
 - c. Ensure that the applicants read, sign and acknowledge receipt of the Policy;
 - d. An interview by the Children's Ministry Leader, Youth Shepherd, ShineKidz Ministry Leader or Club39 Ministry Leader will be conducted in person before the mandatory training session. The interview should explore the

candidate's written application and introduce the Policy to them for discussion. Volunteer should be encouraged to be part of regular church fellowship through Care Group or Discipleship Group if they have not already done so;

- e. Identify reasons for any inconsistencies in the application;
- f. Checking of the applicants' identity (NRIC, driving license, etc.);
- g. Taking up at least 2 reference checks prior to the person serving;
- h. Allowing no unaccompanied access to children until all of the above have been completed;
- i. A probationary period of 3 months for new volunteers;
- j. Ongoing supervision of volunteers;
- k. Ensuring good practice is followed in working with children and young people by providing appropriate training and guidance via the **Code of Conduct** (See Appendix 5).

Appendix 1. Indicators of Abuse

- i. Indicators are a platform to pay attention and ask more questions. No one symptom alone proves child abuse, but when they appear often, adults should report them. Some signs of abuse include:

a. Physical

- i. Unusual bruises, welts, burns, fractures, or bite marks;
- ii. Frequent injuries, always explained as accidental;
- iii. Wears concealing clothing to hide injuries;
- iv. Child seems frightened;
- v. Child seeks affection from any adult;
- vi. Unpleasant, hard to get along with, demanding, often does not obey.

b. Emotional

- i. Apathetic, depressed, withdrawn, passive;
- ii. Seems overly anxious when faced with new situations, people;
- iii. Disorganized, distrustful, or rigidly compulsive;
- iv. Takes on adult or parent roles and responsibilities;
- v. Throws tantrums, seems impulsive, defiant, antisocial, aggressive, self-destructive;
- vi. Fearful, hyper-alert, lack of creativity and exploration.

c. Sexual

- i. Has torn, stained, or bloody underclothing;
- ii. Experiences pain or itching in genital areas;
- iii. Appears withdrawn or engages in fantasy or baby-like behaviour;
- iv. Has a poor relationship with other children;
- v. Is unwilling to participate with other children;

- vi. States that he or she has been sexually assaulted;

Appendix 2. Numbers/ Persons to Contact

i. List of Telephone Numbers:

- a. Church office line: **9117 6000** [8am – 5pm from Mondays to Fridays]
- b. ShineKidz: **9776 5405**
- c. Police Hotline (for crime-related information) **1800 255 0000**
- d. Child Protective Service Helpline: **1800 777 0000**

Appendix 3. Template for Incident Reporting

The form should be used to report to the Reporting Team on any violation of the Child Protection Policy, boundary violations, disclosures of abuse, child safety concerns, or other behaviour or allegations of behaviour that might jeopardise the child's safety. Direct knowledge of a behaviour or incident is not necessary to submit this form, and as such some areas may not be applicable to you. Provide whatever information you have, and where extra space is required, please attach an additional sheet.

1. Date of incident/behaviour, if known: _____

2. Name and contact information of child(ren) harmed/ potentially harmed, or otherwise adversely impacted by incident/ behaviour:

Unknown

Known (Fill out lines below)

Child 1:	Child 2:
Parent(s):	Parent(s):
Email:	Email:
Phone:	Phone:

3. Name and contact information of individual(s) – adult or child – who accidentally/ intentionally violated the Policy, or otherwise harmed/ potentially harmed (the above) child(ren), or who otherwise engaged in concerning behaviour:

Unknown

Known (Fill out lines below)

Child

Adult (Tick accordingly)

Parent(s) _____ (If "Child" has been ticked above)

Email _____

Phone _____

4. What was the nature of the violation?

5. Where did the incident occur?

6. Was there an ongoing activity at the time of the incident? If so, what was it?

7. Description of incident/ behaviour:

8. Did you witness the incident first-hand?

Yes

No (If no, how did you find out about it?) _____

9. Who was present at the time of the incident?

Name _____

Role in church _____

10. Which individuals, other than those listed above, know about this incident? Please include individuals in this church and beyond.

Name _____

Role in church _____

12. What additional steps have been, or will be, taken to respond to such an incident?

13. Individual submitting this report:

Name

Signature & Date

Appendix 4: Steps to be Taken by Various Parties Involved

(A) Person who Discovers the Abuse/Neglect (Reporter)

1. Stop suspected abuser immediately, if he/she is onsite.
2. Lead child to safety and ensure no further contact with suspected abuser.
3. Find out information from the child and fill up the Incident Reporting Template given in Appendix 3.
4. Inform both the Ministry Leader and at least one member of the Reporting Team in order for an investigation to be conducted.

(B) Ministry Leader

1. Lead child to safety and ensure no further contact with suspected abuser.
2. Suspend the suspected abuser from any child-related activities and instruct him/her to remain away from the church premises during the investigation.
3. Inform the Reporting Team immediately if person who discovers the abuse/neglect has not already done so.
4. Review and change ministry practices if there were gaps that contributed to the alleged abuse/neglect directly/indirectly.
5. Update the Reporting Team on measures taken to change any ministry practices to prevent future abuse/neglect.

(C) Reporting Team

1. Listen to the disclosure from the child and the Reporter.
2. Review the Incident Reporting template submitted by the Reporter.
3. Conduct expedient follow-up to determine whether the reported abuse/neglect is reasonable. Discuss with relevant Elders or Ministry Leaders if needed.
4. Notify the child's parents except in those cases where it is suspected that the parents might be the perpetrators of the abuse/neglect and/or are allowing the abuse/neglect to continue.
5. Determine if the police should be informed. If the police is to be informed, it should be done within 24 hours of the disclosure.
6. Report the outcome of the investigation by the Reporting Team to the Board of Elders.
7. Liaise with the Board of Elders to care for and address the congregation.
8. Notify the Reporter of the Reporting Team's decision whether to report/not to report to the police. If the suspicions are deemed to be unfounded, give a reason to the Reporter and inform him/her that he/she can independently report their suspicions.
9. Provide contacts of external counselling services to the family of the alleged victim for purpose of care and support.
10. Inform the alleged victim's family of the availability of pastoral care.
11. Document in writing all reports of the suspected abuse/neglect and all steps taken by the team in response to the report.

(D) Board of Elders

1. Assess the report by the Reporting Team and provide further input if necessary.
2. Appoint a member of the Board of Elders to be the spokesperson to address the congregation as well as to provide any media response.
3. Seek legal input from Legal Counsel in the Reporting Team.
4. Extend pastoral care to the alleged victim's family if they request for it. Pastoral care should function in a strictly pastoral nature without regard to the truth of any accusation or circumstances surrounding the incident. The primary focus is to care and support the victim and family.

Appendix 5. Code of Conduct

i. Code of Conduct for Staff/ Volunteers in ministries involving children

Believing that God is calling me to serve children in this community...

1. My first priority in leading children will be to seek the safety and welfare of the children, physically, socially, educationally and spiritually.
2. I will try sincerely to meet with the child's family so that we can get to know and understand each other, for the benefit of the child.
3. I will give the parents or care-givers full information about the program I am leading. I will co-operate with the parents in seeing the child returned back to them safely.
4. I will not do anything that will damage a child's trust. I will try to protect the child from all forms of abuse while he or she is in my care.
5. If I suspect that the child may be abused, I will report immediately that suspicion to the Pastor and Ministry Leader in charge, so that it can be investigated.
6. If I wish to talk with the child alone, it will be within the sight and hearing of other people.
7. I will answer the child's questions openly and honestly. If I don't know, I will ask the Pastor or Ministry Leader in charge.
8. I will work with the children to set some agreed guidelines for acceptable behavior within the group. I will expect the children to act on the basis of those guidelines and if a child consistently breaks them, I will try to find out why.
9. If a child is distressed, I will try to offer comfort and help in an appropriate manner. I will encourage him/her to find the appropriate help for his/her needs. I will pray for each child regularly and let them know that I care about them.
10. I will cease from any action if a child/youth expresses discomfort with it, even if it is considered a safe behaviour.
11. I will protect the privacy of the children that I serve by not uploading pictures, videos or any multi-media content on the social media accounts of Gospel Light Christian Church that may reveal their image, identity or personal information, unless prior written permission is sought from each parent. Please see clause 11 pertaining to youth.
12. I will protect the privacy of the youth that I serve by not uploading pictures, videos or any multi-media content on the social media accounts of Gospel Light Youth Ministry or Gospel Light Christian Church that may reveal their image, identity or

- personal information, unless prior consent is sought from the youth or his/her parent.
13. I will submit to the authority of the Pastor and Ministry Leader in charge. I will clarify if in doubt and give constructive feedback as often as I can.
 14. If I wish to bring my children for a group outing, I will submit an Application for Outing Request Form to my Pastor or Ministry Leader in charge and seek their approval before proceeding with the outing. Please refer to Appendix 7 for form.
 15. I will not practice favoritism by providing care-giving outside of children service or by offering extravagant gifts or giving special treatment.
 16. I understand that if inaccurate information is provided on my volunteer application form, unfavourable or questionable background information surfaces through the background/reference checks or if I have seriously violated this policy or am unable to accept the church's mission, vision or doctrinal statements, I would not be permitted to serve in the ministry I applied for.

ii. Statements of Physical Boundaries

1. DO NOT ever be alone with a child.
2. DO NOT take children into a solitary or dark place or allow or participate in anything done in a closed, secretive and unsupervised environment.
3. DO NOT kiss or tickle or hug children or do anything that has the potential to be sexual. DO NOT engage in lap sitting.
4. DO NOT touch children in areas that normally are covered by swimming attire. This includes the thighs, stomach, waist, bottom or back. Massages on the shoulders, back, thighs, bottom or legs are also not permitted.
5. DO NOT allow children (during a program) to play on a roadside, pavement, park or any public place in an unsupervised manner.
6. DO NOT visit a child while he/she is alone at home.
7. DO NOT do things of a personal nature that a child can do for themselves, such as toileting or changing clothes.
8. DO NOT change the nappy of a toddler. The parent or care-giver is to be contacted to change the wet or soiled nappy unless prior written permission is sought from the parent or care-giver.
9. DO NOT be involved in toileting and washing up except with preschoolers and then done in an open way with another leader in charge within sight and hearing. In using public toilets (e.g. Excursions) one person to check the toileting area

before the children enter, then stand outside the toilet cubicle area until all the children have exited and then transition back into the children's program.

10. DO NOT drive or transport a child without at least one other adult in the car.
11. DO NOT talk to a child over the phone without receiving parental or care-giver's permission. When ringing, talk with the parents first. If the child answers the phone, ask to speak to the parent or care-giver first.
12. DO NOT inflict corporal punishment.
13. The following are mainly for the Youth Ministry:
 - a. No adult should work alone with one youth behind closed doors. This is for the protection of the youth and staff/volunteer. Private meetings should be held in plain view – either with the door left open or in rooms with windows or doors with glass panels.
 - b. Youth leaders/ assistant leaders should conduct their mentoring sessions in places that are open to public view, avoiding secluded parks and their homes. In the event that the session is held in the home, there should be at least one other adult family member present and is accountable to the Core Leadership Team. This guideline should be part of the briefing of old and new volunteers in the Youth Ministry.
 - c. For individual mentoring/ counselling sessions, the mentor should be of the same gender as the mentee.
 - d. DO NOT give full front hugs to the opposite gender.
 - e. DO NOT engage in prolonged and inappropriate messages.
 - f. DO NOT have one-on-one meet-ups with the opposite gender without accountability to the leadership team. This includes any leader/assistant leading meeting with an opposite-gender member. In the event of emergency or danger, if there is a need to attend to a member of the opposite gender, the core leaders of the Youth Ministry should be informed.

I have read all of the above Code of Conduct and the Statements of Physical Boundaries.

Name: _____

Signature: _____

Appendix 6. Children Ministry/ Youth Ministry/ ShineKidz/ Club39 Volunteer Applications

The church will store all applications in a secure, locked filing cabinet. The information provided in this application will be kept strictly confidential and shared only as necessary with the Pastoral team and/or Reporting Team. Please attach additional sheets of paper as necessary to answer the questions below.

Position Applied for: _____

Personal / Family Particulars

Name (as in Identity Card): _____
(underline surname)

NRIC/FIN Number: X X X X (e.g. SXXXX123A)

Gender: Male Female

Citizenship: Singaporean PR: _____ (state nationality)

Malaysian Others _____
(please specify)

Religion: _____

If you are a Christian, please state church: _____

Home Address: _____

Postal Code: _____

Telephone: _____ Handphone: _____

Email: _____

Emergency Contact Person: _____ Relationship: _____

Contact Number: _____

Please attach recent passport-size photograph

Academic Qualifications

Period of Study		Name of School / Institution, Country	Highest Qualification Awarded (Year Awarded)
From (mm/yyyy)	To (mm/yyyy)		

Working Experience

Please list all previous work history and any and all experience working with children, whether paid or unpaid. No approach will be made to your present employer without your consent.

Period of Employment		Job Title	Duties and Responsibilities and last drawn salary
From (mm/yyyy)	To (mm/yyyy)	Name and Address of Company	

* Please use a separate attachment if space provided for is insufficient.

Background Checks

Please list any and all criminal arrests or charges or a suspect in a criminal investigation whether sexual related or not, including relevant dates, nature of the offense, conviction, sentence imposed, and any rehabilitation.

Have you ever abused or neglected a child? If so, please explain.

Has anyone ever accused you of neglecting or abusing a child or adult? If so, please explain.

Have you ever been indicted by a civil or criminal investigation of child abuse, neglect, or endangerment in any form? If yes, please list any and all dates of investigation; the organisation or agency conducting the investigation(s) and the findings of the investigation. Please also attach any supporting documents you may have.

Referees

Please give details of two referees whom we may approach for references.

Referee 1	Referee 2
Name:	Name:
Company Name:	Company Name:
Occupation:	Occupation:
Contact Number:	Contact Number:
Years Known:	Years Known:

Please tell us why you applied for this volunteer position and why you think you are the best person for this position.

Affirmation

Read and initial each item to signify your agreement to comply with the statement should you be offered a position to work or volunteer in our church.

- I have received a copy of the church's Child Protection Policy and agree to abide by its terms.
- I agree to nurture and protect children and never to engage in any behaviour that harms them.
- I agree to do my best to prevent abuse and neglect among children involved in church services and activities.
- In the event that I observe or hear of any inappropriate behaviours involving children or any Child Protection Policy violations, I agree to immediately report my observations.
- If I am called up for investigation for any criminal offence during the course of my volunteer work at Gospel Light, I will inform the Reporting Team immediately.
- I understand that the church will not tolerate abuse or other harm of children and I agree to comply in spirit and action with this position.

I have read, understand, and agree to the above positions.

Signature & Date

Declaration

I declare that the information in this application for employment and any sheets attached hereto are true to the best of my knowledge and I have not wilfully suppressed any material fact. I accept that if any of the information given by me in this application is in any way false or incorrect, I may be disqualified from employment or dismissed from service.

Signature & Date

Your completed application form should be emailed to shine@gospellight.sg

Appendix 7. Application for Outing

Name of Event OIC: _____

Details of Outing:

Purpose	
Date	
Start Time	
End Time	
Outing Location	
Activities During Outing	

For Approval

Approved Not Approved

Name of Ministry Leader: _____

Signature/Date: _____

Appendix 8. Record Form

This Child Protection Policy was adopted by Gospel Light Christian Church on 18 August 2022.

Signed on behalf of the Church Committee by:

Name and Signature:



Elder Frederick Chew
(Church Committee Chairman)

The policy has been reviewed by the Board of Elders on

Signed on behalf of the Board of Elders by:

Name and Signature:



Pastor Paul Choo
(Chairman of the Board of Elders)

