



First Parish in Brookline

September 2007

Dear Volunteer,

Our cooperative Sunday School depends on the efforts and commitments of volunteers in our faith community to companion and guide our children and youth on their journeys of spiritual and faith exploration. This is a privileged and important role; one that each of us should take very seriously. To that end, it is a policy within the practices of Right Relations at First Parish in Brookline to require that all volunteers agree to:

- a) uphold the “two-adult practice” in every setting when minor children and youth are gathered
- b) read, sign and uphold a Code of Ethics Covenant for Leadership Roles
- c) submit to a Criminal Offender Record Information (CORI) check.

These precautionary measures are steps to ensure that we have considered all the responsibilities, risks, and possible dangers of gathering children in an institutional setting. We sincerely hope that these measures are experienced as caring and proactive steps towards common safety precautions, in everyone’s best interest.

The current protocol of processing CORI forms is:

- the Church Administrator collects and sends in the forms
- forms are received and kept in a locked box on church premises, accessible only by the Church Administrator and the Ministers
- any forms with results are given to the Ministers only for review
- an assessment is made by the Ministers as to whether the result would affect the person’s qualifications to teach/lead children/youth
- any concerns are addressed by arranged private meeting between the Ministers and the volunteer

If you have concerns about volunteering and agreeing to these guidelines, please arrange for a private meeting with a Minister or the Director of Religious Exploration.

In faith,

Anne Principe
Director of Religious Exploration



First Parish in Brookline

Code of Ethics Covenant for Leadership Roles

In response to an increased awareness and understanding of the importance of relationships between adults, youth, and children in the church environment, all volunteers working with children and youth in our Religious Exploration are asked to sign this Code of Ethics Covenant. You are asked to embrace these standards and covenant to follow the behavioral guidelines as you engage in the shared ministry of religious education at First Parish in Brookline.

Adults and older youth in leadership roles are in positions of stewardship in fostering spiritual development. It is especially important that those in leadership positions provide appropriate and dependable nurturing, care, and support. Spiritual growth in human beings involves physical, emotional, intellectual, and sexual identities. Please be mindful that all communication has the potential to carry harmful messages. Communication includes body language, facial expressions, and tone of voice, as well as the choice of words in written and verbal expression.

Children, youth, and adults suffer damaging effects when leaders engage in physical, emotional, verbal, or intellectual abuse of any kind. In addition, behavior that is seductive or erotic or contains sexual innuendo is damaging. As a leader and role model in the Religious Exploration Program at First Parish in Brookline, you are asked to enter a covenant to follow these guidelines and affirm the following:

- ***As I engage in the shared ministry of religious education I covenant to be mindful and respectful of my own spiritual growth and that of others.***
- ***I covenant to understand and uphold the terms of being a part of a team of volunteers and will communicate in a timely manner, to prepare appropriately for spending time with children, and to be present when expected.***
- ***I covenant to be consciously gentle and non-threatening in all physical contact and proximity with children, youth, and adults.***
- ***I covenant to communicate in a manner that is positive and affirming, as feelings and ideas are shared most honestly in a safe environment.***
- ***I covenant to refrain from all behaviors – verbal and physical – that are in any way sexual in nature, seductive in nature or erotic, including sexual innuendo.***
- ***I understand that in case of violation, appropriate action will be taken.***

Signature	<input type="text"/>	
Printed Name	<input type="text"/>	
Date	<input type="text"/>	<input type="text"/>



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CHAPTER 6, § 172H CORI Request Form

First Parish in Brookline is requesting all the available Criminal Offender Record Information (CORI) on the Following individual from the Criminal History Systems Board pursuant to Chapter 6, § 172H, which mandates organizations primarily engaged in providing activities or programs to children 18 years of age or less that accepts volunteers, to obtain all CORI regarding volunteers prior to accepting any person as a volunteer.

Volunteer Name (please print)

Last

First

Middle

Maiden Name, Previous Name or Alias (if applicable)

Place of Birth

Date of Birth: _____ Social Security Number: _____ - _____ - _____
(requested but not required)

Mother's Maiden Name: _____

Current Address: _____

Former Addresses: _____

Gender: _____ Height: _____ Weight: _____ Eye Color: _____

State Driver's License Number: _____