



Student Ministry Secured Areas Policy

Purpose

Our desire is to keep students as safe as possible and so we uphold the integrity of security and safety within all secured spaces by monitoring the space with background checked adults, keeping spaced secured during services, and by actively limiting students' exposure to adults who have not undergone a professional background check.

Secured Area Policy

Student spaces should be secured areas that are supervised by a volunteer or staff person. All volunteers must be background checked to be in secured areas. All staff and approved volunteers are expected to wear visible nametags while serving.

During service, a volunteer should be stationed at the entry/exit point of secured areas. For Wednesday nights and special events this means no unauthorized adults are allowed past the lobby.

All adults are required to show a security tag before being granted access. An individual that is not clearly identified as a background-checked volunteer or designated as a visitor should never be in secured spaces.

The following are instructions for an individual attempting to access a secured area:

VISITORS: Ensure that the individual has a visitor name tag. In order to get a name tag they need to give the check in volunteer a specific reason for the nature of their visit. The following are examples of what these could be:

- A guest adult checking out the program (needs confirmation from staff member)
- An adult accompanying their student. (this will be allowed no more than 3 times, if the student still does not feel comfortable the adult can get background checked and start serving in guest services.)
- A parent wanting retail access for merch

Non-background-checked adults should not be given a visitor tag for the sole purpose of not having anywhere else to go. If the adult is simply waiting for their student to finish the programming they can wait in their cars or inside the building before the secured checkpoint.

All staff and volunteers are responsible for ensuring the safety and security of our students.