**Church Out-of-Town Trip Safety and Conduct Policy**

**Purpose:**
This policy is designed to protect the safety and well-being of children and teens during out-of-town trips, ensuring that all interactions and activities comply with the highest standards of care. The guidelines focus on preventing potential abuse, fostering appropriate behavior, and maintaining a safe and respectful environment for all participants.

1. **One-on-One Adult-Child or Adult-Teen Interaction**:

* No One-on-One Encounters: Adults should never be alone with a child or teenager, regardless of the situation. All interactions between adults and minors must be in the presence of another responsible adult or supervisor, ensuring transparency and accountability.
* Appropriate Supervision: At all times, there should be at least two adults present when interacting with a child or teen to avoid any potential issues or misunderstandings.

2. **Sleeping and Room Assignments**:

* Separate Rooms for Males and Females:
	+ No Girls in Guys’ Rooms, No Guys in Girls’ Rooms: Room assignments must be gender-specific, and no child or teen should be in the room of a member of the opposite sex under any circumstances.
* Room Supervision: Rooms should be monitored to ensure that participants are in their designated spaces and that no inappropriate behavior occurs.

3**. Curfew and Overnight Supervision:**

* Strict Curfew:
	+ All participants, including youth, must adhere to a curfew. The curfew will be set and communicated prior to the trip, and no one should be out of their assigned sleeping areas after the established time.
* Overnight Supervision:
	+ One adult must remain awake and supervise the sleeping areas throughout the night to ensure the safety of all participants.
	+ The adult who stays awake during the night should be female to provide additional safety for female participants.

4. **Adult and Parent Vetting:**

* Vetting of Adults and Parents:
	+ All adults and parents accompanying the group on out-of-town trips must undergo a thorough background check, including screening for any criminal acts, including checking the National Sex Offender Registry.
* Approval Process:
	+ Adults and parents must be vetted through the church’s official child protection procedures before they can participate in any out-of-town trips, ensuring that only those with a clean background are entrusted with supervision and care.

5. **Monitoring for Grooming Behaviors:**

* Watch for Grooming Behaviors:
	+ Adults and volunteers should be aware of the signs of grooming behaviors, such as excessive attention to one individual child or teenager, private conversations, or attempts to isolate minors. These behaviors should be reported immediately to the trip supervisor or church leadership.

6**. General Conduct and Accountability:**

* Clear Expectations for Behavior:
	+ All adults, volunteers, and participants must adhere to a code of conduct that promotes respect, safety, and appropriate behavior. This includes maintaining appropriate physical boundaries, treating others with dignity, and ensuring that all activities are supervised and transparent.
* Reporting and Accountability:
	+ Any concerns, violations of the policy, or suspicions of inappropriate behavior must be reported immediately to the trip supervisor or designated child protection officer. All reports will be taken seriously and handled promptly and confidentially.

Conclusion:
The safety and well-being of our children and teens are of the utmost importance. This policy is designed to ensure that all out-of-town trips are conducted with the highest standards of care, vigilance, and accountability. By adhering to these guidelines, we can create a safe and nurturing environment where everyone feels protected and respected.

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| **Approved By:** | **Contact for Questions or Concerns:**[Name/Position] |
| [Leadership Name/Position] | [Phone Number] |
| **[Date of Approval]** | [Email Address] |
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| I acknowledge that I have read and comprehended this document. |
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| Staff / Volunteer Printed Name  |
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| Staff/Volunteer Signature  |

If you have any questions, comments or concerns, please contact Sonni Wilson sonni@ppekids.org .

I can help you with every aspect of implementing this and any other policy. I can even customize these policies to better suit your needs.