

FIRST MOUNT ZION BAPTIST CHURCH CHILD ABUSE REPORTING PROCEDURES

The Virginia Child Abuse and Neglect Act requires that any person who has reason to suspect that a child is the victim of abuse shall report the matter immediately to the local Department of Social Services.

IMPORTANT: Children's ministry volunteers are responsible for knowing the signs of child abuse and child sexual abuse.

Steps for Reporting Child Abuse

Step I

Children's ministry volunteers are required to immediately report matters of suspected child abuse and child sexual abuse to their ministry leaders.

Step II

The ministry leader and volunteer must immediately report this information to the Pastor. **Note: It is important that the volunteer who has first-hand information about the allegation be present when the Pastor calls Child and Protective Services. This ensures that first-hand information is shared with CPS.**

Step III

If the Pastor is unavailable the information must be reported to the Assistant Pastor. In the absence of both the Pastor and Assistant Pastor, the Director of Christian Education must be contacted. If none of the named church staff members are immediately available, the Chairman of the Deacons Ministry will be contacted.

Step IV

The Pastor will obtain details of the suspicions/ allegations from the volunteer and ministry leader.

Step V

The Pastor will report this information to the Prince William County Department of Social Services, Child and Protective Services Unit (CPS).

Telephone Numbers:

Monday – Friday, 8:00 a.m. – 4:00 p.m.:	(703) 792-4200
4:00 p.m. – 8:00 a.m. and weekends	(703) 792-6500
Virginia State Hotline	(800) 552-7096