



A STUDY GUIDE

To be used with

Creating Safe Sanctuaries

A Training Video

Entrusted to our care, adults with special needs, children, and youth.

Included in this packet should be:

- A training video
- A copy of the policy
- A pink *Caregivers Manual*
- A buff *Summary for Trainers and Screeners*

1. The buff colored *Summary* is strictly for your background use. It was the manual used prior to the development of the training video.
2. The pink colored *Caregiver's Manual* should be copied and available for each person taking the training. Its contents follows the video to some degree, but has valuable information for them to take home with them.
3. The policy is for your information as a trainer. However, if there is anyone receiving the training that does not have a copy, it may be helpful to have some copies on hand for them to use and take home.

A SUGGESTED OUTLINE FOR YOUR TRAINING

1. Open with a time of prayer and worship. Give time for participants to name persons they know who have been abused. (This helps make the training more relevant.
2. Be ready to provide referral names and phone numbers to anyone who may have experienced abuse, should they find the training upsetting to experience.
3. You may want to administer the *Child Sexual Abuse Knowledge Inventory* before beginning the training. (It is found on the back page of the *Summary* <buff>.)
4. Emphasize the goals of the Abuse Prevention Policy (in preamble).
5. Show the video, stopping where indicated for discussion.
6. Know the policy in its entirety. At minimum, know the policy layout well enough to know where to look for information.
7. Allow time at the end for additional questions.
8. Close with prayer.

There are several places in the video where it suggests turning off the video and leading a discussion. The following are designed to help you in leading that discussion. It is also a good suggestion to review the video and the discussion questions ahead of time so as to be prepared for the trainees.

1. Turn off the video and discuss the question, “Why do we need this policy?”

(Some background: By training and certifying those who will care for the vulnerable in our midst, the Conference is attempting to be proactive in preventing abuse before it does become a serious problem. We know the occurrences are widespread in society and that abuse has had a direct impact on many congregations. It has not been widely reported as a problem in our Conference Events, so the plan is to be active in education and prevention and hopefully to prevent widespread occurrence in the Conference.)

2. Turn off the video after the first vignette (emotional abuse) for discussion.

- a. What do you do when you confront “name-calling” between children in your care?
- b. What would you do if you see it from another caregiver?
- c. What are some strategies that might prevent emotional abuse?

3. Turn off the video after the second vignette (neglect) for discussion.

- a. Have you seen cases of children you know to be neglected? What did they look like?
- b. Remember, poverty is not neglect. How can you tell the difference?
- c. One person may *have* a lot of food at camp (brought from home or purchased) while another may *hoard* food at camp (hide it, sneak it out of the dining hall, etc.). What is the difference?

4. Turn off the video after the third vignette (sexual abuse) for discussion.

- a. The above vignette, or some variation, has happened at *many* camps where youth and caregivers have a prolonged contact. We have some historical anecdotes (though no charges) of similar situations at our West Michigan Camps.
- b. What can we, as caregivers, do to keep ourselves out of compromising situations?
- c. What warning signs might alert us that a co-counselor or co-worker is being inappropriate or placing him/her self in a compromising situation?

5. Turn off the video after the fourth vignette (ritual abuse) for discussion.

- a. A less common occurrence, but usually with more far-reaching and devastating consequences.
- b. What screening procedures are aimed specifically at ritual abuse?
 - 1. *Background checks*
 - 2. *The "6 month rule"*

6. Turn off the video to discuss "appropriate touching."

- a. Human touch is very important to help convey human caring. In your mind, when does it go over the line?
- b. What situations can cause someone to *misinterpret* a simple gesture of caring?
- c. Is there a way to find out beforehand what gestures may be threatening and open to misinterpretation?
- d. Remember, if a gesture is perceived as threatening, even if there was no intent on your part, the effect is still a threat to the one who perceived it.

7. Final thoughts, questions, etc.

- a. Field any final comments or questions, using the policy and enclosed materials.
- b. If you can not answer the questions, refer them to someone on the list of Abuse Prevention Team members, or offer to call yourself and find out the answer.

This training video can be helpfully used in a variety of settings. However, by itself it does not constitute certification as a caregiver for Conference events. It must be used in conjunction with the application, screening, background check, reference check, etc. of the entire screening process for Abuse Prevention Certification. Contact a member of the Abuse Prevention Team or a member of the Conference Program Staff for additional information.