



## Annual Adoption of Safe Church, Safe Communities

Notice of the Annual Adoption of the *Diocesan Safe Church, Safe Communities Policy* by vestry/council/ board.

To: The Bishop, Standing Committee, and Bishop & Council of the Diocese of East Tennessee

From:

\_\_\_\_\_  
*Name of Parish, worshipping community, or other institution.*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*City, state, and zipcode*

By resolution, the Diocesan Safe Church, Safe Communities Policy established by the Diocese of East Tennessee was adopted by required action at a duly convened meeting of the vestry/board of this parish/worshipping community/ institution on \_\_\_\_\_ (date). This Safe Church Resolution also contains an agreement to cooperate in any Response Team or Standing Committee investigation and to carry out any remedial and disciplinary action recommended by the Diocese with respect to its lay employees and volunteers as requested in Section VII, A, of the Policy. A copy of the adopting resolution and minutes of that meeting are attached.

Sexual misconduct liability insurance coverage for this parish/mission/institution is carried by:

\_\_\_\_\_  
*Name of Liability Insurance Carrier*

\_\_\_\_\_  
*Policy Identification*

\_\_\_\_\_  
*Amount of Coverage*

\_\_\_\_\_  
*Effective dates of policy*

\_\_\_\_\_  
*Signed by Vestry Secretary or Clerk*

\_\_\_\_\_  
*Printed Name of Vestry Secretary or Clerk*

\_\_\_\_\_  
*Date*



The Episcopal Diocese of East Tennessee  
Safe Church Resolution

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BE IT RESOLVED that the \_\_\_\_\_ of  
*(vestry, board, council)*  
\_\_\_\_\_ at its duly convened or  
*(name of parish, worshipping community or institution)*  
Called meeting on \_\_\_\_\_ hereby adopts and agrees to be  
*(date of meeting)*  
bound by the Diocese of East Tennessee’s Policies and Procedures Manual for Dealing  
with Sexual Misconduct for \_\_\_\_\_.  
*(name of parish, worshipping community or institution.)*

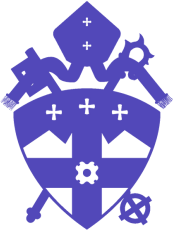
BE IT FURTHER RESOLVED that the above mentioned vestry (board, council)  
agrees to cooperate in any Response Team or Standing Committee investigation and to  
carry out any remedial or disciplinary action recommended by the Diocese with respect to  
its lay employees and volunteers as requested in Section VII of the *Diocesan Policies for the  
Protection of Children, Youth, and Vulnerable Adults.*

\_\_\_\_\_  
*(Clergy in charge, Senior Warden or Chairman)*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*(Clergy in charge, Senior Warden or Chairman)*

\_\_\_\_\_  
*Printed Name*



# Safe Church, Safe Communities

The Diocese of East Tennessee

The Right Reverend Brian Lee Cole, Bishop

It is the policy of the Diocese of East Tennessee that Sexual Misconduct, as defined herein, will not be tolerated. The Diocese will deal with Sexual Misconduct swiftly, confidentially, and decisively. This policy applies to all clergy, lay employees and volunteers serving the Diocese, any parish mission within the Diocese, or any other institution or organization of the Diocese or of any missions or parishes herein. It also applies, subject to canonical limitations, to aspirants, postulants or seminarians sponsored by or working in the Diocese. In the event charges of Sexual Misconduct against any person are substantiated, such a person will be subject to discipline. In the case of clergy, discipline will be administered according to the Canons of the Diocese of East Tennessee and the Episcopal Church. In the case of lay employees, such discipline may include termination of employment. Both lay employees and volunteers may be restricted or prohibited in further activities on church property or in any activity sponsored by any church organization. The intent of this policy is to assure that the Diocese's response to an allegation or instance of Sexual Misconduct will be just and compassionate for all involved. Sexual Misconduct means:

- Sexual abuse or sexual molestation of any person, including but not limited to, any sexual involvement or sexual contact with a person who is a minor or who is legally incompetent; or
- Sexual harassment in a situation where there is an employment, mentor or colleague relationship between the persons involved, including but not limited to, sexually oriented humor or language; questions or comments about sexual behavior or preference unrelated to employment qualification; undesired physical contact; inappropriate comments about clothing or physical appearance; or repeated requests for social engagements; or
- Sexual exploitation, including but not limited to, the development of or an attempt to develop a sexual relationship between a cleric, employee or volunteer and a person with whom he/she has a pastoral relationship, whether there is apparent consent from the individual.

For purposes of this policy, pastoral relationship means: A relationship between a cleric, employee or volunteer and any person to whom such cleric, employee or volunteer provides counseling, pastoral care, spiritual direction or spiritual guidance, or from whom such cleric, employee or volunteer has received a confession or confidential or privileged information.

The Vestry of Board of

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*(Name of Parish, Worshipping Community, or Institution)*

adopted Diocesan Policies for the Episcopal Diocese of East Tennessee's *Protection of Children, Youth, and Vulnerable Adults*

on

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*(Date)*

Anyone wishing to report an incident of Sexual Misconduct, as identified on this page, should immediately contact:

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*(Name of Clergy/Executive Person in charge of parish or institution (please print)*

*(Telephone)*

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*(Name of Vestry/board member designated contact person)*

*(Telephone)*

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*(Name of Vestry/board member designated contact person)*

*(Telephone)*