



**Safe Church Policies and Procedures Workshop**  
for  
**Church School and Youth Activities**  
**Saturday, October 19, 2013 8:30 – 1:00**  
**New England Pastoral Institute**  
**15 Ermer Road, Suite 215**  
**Salem, New Hampshire**

Churches historically have established and demonstrated the very highest community standards for ethical and moral environments of safety, security and sanctuary. Today the church is being held to legal and insurance responsibilities never before experienced by denominations and local congregations. The complexities of laws and liabilities impact on all areas of the ministries and missions of the church. Ignorance is neither defense nor protection against potential litigation. This Workshop brings together faculty and resources to address the important issues of church liabilities regarding church school and youth activities. In the light of thoughtful theological reflection the workshop will address and resource legal and insurance imperatives for responsible church management of risk.

**PRESENTERS**

**Rev. Dr. John Mokkosian, Licensed Pastoral Psychotherapist**  
Executive Director, New England Pastoral Institute  
Consultant to denomination executives and judicatories  
Ordained Minister PCUSA

**Rev. Dr. Dayl Hufford, Licensed Pastoral Psychotherapist**  
Clinical Director, New England Pastoral Institute  
Consultant to denominational executives and judicatories  
Ordained Minister UCC

**Rev. Dr. Ara Heghinian, Clinical Staff**  
New England Pastoral Institute  
Ordained Minister PCUSA, UCC

**SCHEDULE**

Note: All facilities are accessible to handicapped persons

**8:30 REGISTRATION and Continental Breakfast**

**9:00 John Mokkosian: “Theological Mandates and Challenges for Safe Church Policies”**

Church Governance Issues and Effective Risk Management with Church-sponsored or Related Activities  
Risk Management of Religious Education programs in and away from the church  
Effective Risk Management Associated with Adjunct Activities (Day care, Pre School, Scouts, etc.)  
Preventive Steps to Minimize Liability

**10:00 Break**

**10:15 Ara Heghinian: “ Legal Issues in Contemporary Parish Ministry”**

The Church’s Mandate for Reporting and Documenting Suspected Abuse  
Risk Management of Building Safety and Security  
Recruitment, Supervision and Documentation of Volunteers  
Religious Education Documents: Permission Slips, Medical Releases

**11:15 Break**

**11:30 Dayl Hufford: “ Writing and Implementing a Safe Church Document”**

Features of a Safe Church Document  
Stages of Writing and Implementing  
Background Checks  
Incident Reports and Mandated Reports  
Key Policies

**12:30 Question and Answers with the Faculty**

**1:00 Closure**

