

THINGS TO CONSIDER IF YOU OBSERVE, SUSPECT, OR RECEIVE AN ALLEGATION OF ABUSE

1. **GATHER BASIC INFORMATION AND CONSULT WITH OTHER APPROPRIATE LEADERS AS SOON AS POSSIBLE.**
2. **DETERMINE THE ANSWER TO THIS QUESTION: “Is victim in immediate danger or is evidence still available?”**

<p>If the victim is in immediate danger or evidence is still available...and it happened at a church sponsored function:</p> <ul style="list-style-type: none"> • Call 911 immediately. • Provide for safety of victim. • Contact the parent/guardian unless one of them is the alleged perpetrator?” Otherwise, the Police and DFCS will make contact. • Remove the alleged perpetrator with dignity. • Care for other participants and secure area. • Cooperate fully with law enforcement. • Document allegation and other related information. • Contact Pastor or supervisor, who will notify DS and Crisis Communication Team. • Develop response appropriate to situation and document actions taken. • Do not talk to media. 	<p>If the victim is not in immediate danger and there is no evidence still available...and it did happen at a church sponsored function:</p> <ul style="list-style-type: none"> • Gather and document information. • Consult with pastor or supervisor to determine best response. • Contact the parent/guardian unless one of them is the alleged perpetrator?” Otherwise, the Police and DFCS will make contact. • Provide appropriate care for victim. • If alleged perpetrator is on the ground remove him/her with dignity. • Implement a church-wide response based on consultation. • Do not talk to the media.
<p>If the victim is in immediate danger or there is still evidence available...and it did not happen at a church sponsored function:</p> <ul style="list-style-type: none"> • Call 911 immediately. • Provide for safety of victim. • Contact the parent/guardian unless one of them is the alleged perpetrator?” Otherwise, the Police and DFCS will make contact. • Contact pastor or supervisor, who will notify DS and crisis communication team. • Cooperate fully with law enforcement. • Document allegation and other information. • Develop response appropriate to situation and document actions taken. • Do not talk to media. 	<p>If NO and it did not happen at a church sponsored function:</p> <ul style="list-style-type: none"> • Gather and document information. • Consult with pastor or supervisor to determine response, including whether and/or how to make a report. • Contact the parent/guardian unless one of them is the alleged perpetrator?” Otherwise, the Police and DFCS will make contact. • Provide appropriate care for victim

DISCLAIMER: This document is for training purposes and is not a comprehensive response to all situations. This is intended to highlight the complexities involved and the need to consult as quickly as possible with appropriate leaders in the church and Annual Conference.