Tab R

Vestry Members and Wardens

Training Requirements and Safe Practices/Warning Signs

Training Requirements for Vestry Members and Wardens

All vestry members and wardens MUST:

1. Read the main text (pages 2-12) of the Episcopal Diocese of San Diego Policy Manual on Sexual Abuse and Misconduct: Prevention and Response ("Policy Manual"), plus these tabs:

   Tab B ("Screening, Recruiting/Hiring and Training");
   Tab. B-3
   - Complete certification that such materials have been read certification form regarding Warden/Vestry Member and keep in church files. In doing so each Warden and Vestry member understands and accepts responsibility for compliance with these policies
   - Each church is required to complete certification regarding annual Church Vestry compliance form. Certification is to be into the diocesan office by May 1st of each year.

   Tab R (this tab);
   Tab S ("How and Where to Report Suspected Child Sexual Abuse and Adult Sexual Misconduct");
   Tab T ("Response to Reports of Child Sexual Abuse and Adult Sexual Misconduct");
   Tab U (Congregational Healing")

2. Each year the Vestry will be required to submit the Annual Statement of Compliance with the policies and procedures set forth in this manual. This statement will be mailed to each Vestry in February for signature.

Some Safe Practices, Warning Signs and/or Other Issues of Particular Significance to Vestry Members and Wardens:

1. Become familiar with, and follow, safe practices and prevention strategies for adult sexual misconduct, such as those set forth in **Tab B-6**, "Handouts from Diocesan Workshop on Prevention of Adult Sexual Misconduct."

2. Become familiar with the church's financial and fiduciary concerns relating to sexual abuse and misconduct. Take all necessary and prudent measures to protect the church and its parishioners from such abuse or misconduct.

3. Become familiar with the procedures for reporting any suspicion of child sexual abuse or adult sexual misconduct (**Tab S**), and for responding to such reports (**Tab T**).

4. Become familiar with the procedures for congregational healing **(Tab U).**