

## PEIA SEXUAL MISCONDUCT PREVENTION POLICY AND SAFE GATHERINGS PROGRAM

It is the policy of the Presbytery of East Iowa that boundary training shall be offered at least once every two years and attendance shall be mandatory for all Ministers of Word and Sacrament or ministers of other denominations or commissioned ruling elders laboring with the bounds of the Presbytery of East Iowa. The Presbytery has affirmed that the Safe Gatherings site will be used as the boundary-training and automatic background check instrument.

Therefore, to be in good standing with regard to this policy, all minister members, members of other denominations serving within the Presbytery and all CREs must complete boundary training with automatic background check by December 2019.

### Using Safe Gatherings

1. Go to the <https://safegatherings.com/> website.
2. On the front page, click the “Get Started” tab at the top of the page. This will take you to a registration page that looks like this:

SAFE GATHERINGS

Home Login Contact

### Register

Find your organization from the list below to begin your registration process. If you do not see your organization below, [contact us](#) or your parent organization, as you may be working with a group that has a private log in page.

Language Preference: English

Choose Your Type of Organization: Church or Faith-Based Organization

To what denomination does your church or congregation belong? Non-Denominational/Other

Select the country for your organization: United States

Select the state/province for your organization: California

Please start typing any part of your organization name that is unique and then select from the list of names provided in the list. If you don't see the name of your organization, please [contact us](#).

City in which your organization is located:

*Note: Please use your full legal name as shown on your social security card or driver's license.*

First Name

Last Name

Date of Birth: Month Day Year

Email ☐ None

Username

Username can include uppercase and lowercase letters, numbers, and special characters. You may use your email as your Username.

Password

Password must be 9 characters, and include at least one uppercase letter and one number

Confirm Password

Please click box to verify your security:

☐ I'm not a robot

*Note: Please make a note of your username and password so you may log back into your Safe Gatherings account.*

Next

3. Complete each of the pull-down menus as follows:
  - o Language—English
  - o Type of Organization—Church or Faith-Based Organization
  - o Denomination--Presbyterian
  - o State or Province—Iowa

- **Please start typing any part of the organization name—in this slot, please type in the name of the congregation or other entity within the Presbytery that you are serving. If you are an at-large minister member or an honorably retired minister member, please contact the Stated Clerk to get the organization name to be entered here.**
4. Enter the city in which your church is located.
  5. Next, enter first and last names, date of birth, and email address as prompted. Your date of birth is necessary to do the required background check.
  6. Follow the stated directions to create a user name and password. As noted, please make a note of your username and password so you may log back into your Safe Gatherings account. Cost for this training is \$45 per person to be paid by the church. For at-large and honorably retired members, the Stated Clerk will explain the payment procedure when she provides the organization information. Click the blue NEXT button.
  7. On the next page, under “Applicant Type,” please choose either “Clergy Member” if you are serving a congregation or “Other” if you are an At-Large or Honorably Retired minister member. While we certainly value each minister who serves the church and the denominational parity of ordained persons, we need to use this distinction to keep the reporting categories distinct.
  8. You will also need to provide contact information for references. These can be the references contained on your PIF or minister colleagues within the Presbytery.
  9. Click the blue NEXT button and follow the guidance on the screen to work through the boundary training. The training takes 45-60 minutes, so allot sufficient time to complete it without rushing. When the training is complete, the results along with the results of the automatic background check will be displayed on a confidential site accessible only by the Stated Clerk, who will record your completion of this training to affirm your status in good standing.

If you have further questions, please contact Rebecca at 319-930-7470 or [rblair@peia.org](mailto:rblair@peia.org).

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Since the Presbyterian Church (U.S.A.) requires all churches to have child protection and sexual misconduct prevention policies, the Presbytery recommends the use of the Safe Gatherings site to screen those volunteers who work with children and youth. Please contact Donna Massey at [donna.massey@safegatherings.com](mailto:donna.massey@safegatherings.com) to set up your own administrative site for your church.

Also, as noted in the February *Out and About*, the CongregationU program can serve as an educational resource for teens under the age of 18 to help them understand what constitutes breach of boundaries, particularly concerning sexual misconduct and how to protect themselves. Cost of this Safe Gatherings educational program is \$24 per person.