



**Royal School of Church Music in America
Newport 2010 Course for Boy & Girl Choristers 9 to 17**

Guidelines and Agreement on Appropriate Behavior of Adult Staff, Participants & Auditors

Please read through these guidelines and sign the statement below.

1. I understand that I am a participant/auditor at the Newport 2010 Course and though my opinions on the daily running of the course may be appreciated, the final decisions lie with the Manager(s) of this course.
2. I understand that, although I may have brought choristers with me to the course, from the point of registration on Monday afternoon to the closing of the course on Sunday evening, they are the responsibility of the Managers, Staff and Clergy of the course.
 - a. I will not be allowed on the choristers' floor(s), unless accompanied by a member of the proctor staff. Likewise, *boys/girls* are not allowed on the adult floor(s).
 - b. At mealtime, I may sit with or check in with choristers, but will make every effort to leave room at each table for a member of the proctor staff. (This is so they can make sure the choristers are eating properly.)
 - c. If a chorister must call home, the call should be arranged by the Head Proctor.
 - d. Activities listed as being for the choristers, aside from rehearsals, are not to be attended by adult participants, unless they are invited to attend by the Manager.
3. There are many appropriate ways for an adult to express affection for a youth and are acceptable at this course. Examples of appropriate behaviors are:
 - Asking permission before touching
 - Appropriate Brief Hugs (Side-to-side)
 - Pats on the shoulder
 - Hand-shakes
 - "High-five" and hand slapping
 - Verbal Praise
 - Touching hands, faces, shoulders, and arms
 - Arms around shoulders
 - Holding hands during prayer or when a person is upset
 - Kneeling or bending down for hugs with a child.
 - Two adults will be present at all times.



4. The following behaviors are considered inappropriate interactions between adults and children and youth in a setting such as a Royal School of Church Music Summer Training Course. Many of these are the behaviors child molesters use to “groom” children or youth for later molestation and can be in themselves, sexual abuse. They will not be tolerated at the RSCM Newport 2010 Course.

- Any form of unwanted affection
- Full frontal hugs or “bear hugs”
- Touching bottoms, chest or genital areas
- Lap sitting
- Touching knees or legs of children or youth
- One child, in the care of one adult.
- Adults are not to be unclothed in the presence of minors.
- Minors are not to be unclothed in the presence of an adult (the only exception is in the rare case of a medical emergency).
- Being present with a child behind closed doors.
- Lying down or sleeping beside minors
- Massages (exception: shoulder massages during rehearsals, adult to adult or chorister to chorister)
- Patting children or youth on the thigh, knee or leg
- Tickling or wrestling
- Touching or hugging from behind
- Games involving inappropriate touching
- Kisses on the mouth
- Showing affection in isolated areas of the program such as bedrooms, closets, restricted areas or other private rooms.
- Compliments or comments that relate to physique or body development
- Giving special or secret gifts
- Private meals with individual children or youth



Understand that by signing this document you are agreeing with the policies of the RSCM Newport 2010 Course and if you fail to comply with these rules, you may be asked by the Manager to leave the course at your own expense, and the fees you paid to the course will be forfeited.

These guidelines are in addition to all federal and state laws.

I, (print name) _____, have read the guidelines presented to me and agree to follow them, for the protection of all in attendance and the future of this course. Furthermore, I understand if I fail to follow any of these guidelines I may be asked to leave the course at my own expense. I further agree to report immediately to the Course Manager any incident I witness that may be a violation of these guidelines. Should the incident involve the Course Manager, I will report it immediately to the Course Chaplain.

Sign Adult Auditor _____ Date _____

Rec'd Registrar _____ Date _____

Adapted from: © Safeguarding God's Children: For Ministries; Church Pension Fund