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*Jesus said, "Whoever welcomes a child...welcomes me" (Matthew 18:5). God calls us to make our churches safe places, protecting children and other vulnerable persons while in our care. He calls us to create communities of faith where children and adults grow safe and strong. (From The Book of Resolutions of The United Methodist Church--2000, pp. 180-181.)*

Dear Servant:

Community United Methodist Church's leaders are committed to making our church a safe environment for children and those who work with them. We want our children, youth, and those discipling them to thrive as we all grow in grace.

It is the strong assumption of Community United Methodist Church and the Baltimore-Washington Conference of the United Methodist Church that the great majority of workers with our children, youth, physically & mentally challenged, and vulnerable seniors within the conference are above reproach. In order to maintain this confidence, it is the official policy of Community United Methodist Church and the Baltimore-Washington Conference of the United Methodist Church to have the attached annual Safe Sanctuary Disclosure Form on file for all staff and lay servants who work with our children, youth, and vulnerable adults.

In addition to the annual Safe Sanctuary Disclosure Form, the church requires a Criminal Background Authorization Form to be filled out once every five years in order for a background check to be conducted.

Per our Safe Sanctuary policy, the chairperson of the SPRC will make arrangements to store securely all confidential Safe Sanctuary Disclosure Forms, records from the background checks and any other paperwork relevant to our Safe Sanctuary screening process. The only persons who shall have access to these files will be the Pastor, Staff related to Children and Youth Ministries, the Administrative Staff, and the SPRC Safe Sanctuary point person(s). Identifying information such as Driver's License Numbers will be blacked out after the application process has been completed.

Should you have any questions concerning the Safe Sanctuary Policy and/or documents required, please contact the SPRC. Thank you for your cooperation in this important matter concerning the security of our children. And, thank you, too, for your participation as an unpaid servant in the ministries of Community United Methodist Church.

**Please return your forms in a sealed envelope to the Staff Parish Relations Committee mail slot located outside of the church office.**

Sincerely,

The Staff Parish Relations Committee  
(revised 2018)