

Adolescent Ministry Confidentiality Policy¹

New Life Presbyterian Church
467 N. Easton Rd.
Glenside, PA 19038
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Mentoring (Discipleship) is a central part of the Jr. and Sr. High ministries at New Life Presbyterian Church. This includes, in addition to large group gatherings and activities, small group and one-on-one conversations where information of a personal or confidential nature is frequently shared. Outlined below are our guidelines in handling this sort of information.

- As a volunteer mentor or a member of the Student Ministry staff (intern, administrator, etc...), your adult leader is following the direction and leadership of the Sr. High or Jr. High Director (who reports to the Sr. Pastor and Session of New Life Presbyterian Church). Therefore, when a student shares confidential information with any student ministry leader, that leader, at their discretion, may share it with the Sr. or Jr. High Ministry Director. Depending on the circumstances surrounding the case, that Director, at his/her discretion, may seek the counsel of members of New Life's Pastoral Staff or Session. This does not happen typically, but only in extreme circumstances (i.e. sex, drugs, harm, etc...), and only if he/she feels it is in the best interest of the student.
- Your adult leaders also work as part of a team, and many have "co-leaders" who share direct responsibility in our ministry to shepherd and care for you. If your leader and the Director feel that it is in the best interest of a student, your D-Group co-leader may be made aware of an issue.
- Your adult leaders are required to guard your personal information by biblical mandate, ethical consideration and, in some cases, the law. Your adult leaders take confidentiality very seriously as a way to love you by protecting you from any unwarranted gossip or slander. Your shared information will under no circumstances be told by any volunteer or staff person to another student.
- In order to create an open and sharing atmosphere, there are times when parents will not be notified after a student shares something. However, in their conversations, adult leaders try to encourage students to move toward their parents in healthy and appropriate ways. Since we strongly affirm a Biblical and covenantal view of family and parental authority, a high priority is placed on reaffirming and bolstering relationships with parents and family.
- However, there are certain situations where personal information will be shared with parents and/or appropriate authorities without consent. Those include:
 - Abuse or Neglect: To report to appropriate authorities child abuse or neglect, if we believe that a child has been a victim of abuse, neglect, or domestic violence.
 - Public Health: To report for public health purposes to a public health authority when permissible or mandated by law and/or for general health oversight.
 - Legal Requirement: For law enforcement purposes, such as pertaining to victims of a crime or to prevent a crime, and also in the process of legal proceedings.
- Additionally, there are some things parents may be notified about without a student's consent. Some are discretionary. Some are not. Except in the most extreme of

¹ Loosely based on CCEF Counseling Privacy Notice.

circumstances, parents will be notified if their child has recently engaged in the use of drugs, indicates potential for self-harm or harm of others, and sex. In each of these cases, adult leaders are required to notify the Jr. or Sr. High Ministry Director, who will ensure proper parental notification. Our plan is to encourage you to communicate what you need to communicate to your parents/guardians, and we are committed to helping you do so in an effective way.

- Due to a close connection with Westminster Theological Seminary, CCEF, the Philadelphia Presbytery (PCA) and other local training institutions or organizations, New Life often serves as a place where people train for future vocation. These individuals (often given the title of "intern") are under the joint supervision of the leadership of New Life PCA and the leadership of their organization/institution. Be aware that those involved in these cooperative programs may share some details of your case in group and/or in individual supervision sessions as required by their training institutions/organizations, but this will always be done without identifying you personally.
- If you have any questions regarding these policies, please contact:

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