

Safe Church Response Procedures:

1. Any complaint against a bishop concerning sexual abuse must be brought to the attention of the senior Bishop, Metropolitan, or Primate, whichever is appropriate
2. Any complaint against clergy concerning sexual abuse must be brought to the attention of the Diocesan Bishop promptly. If the complaint is against a lay staff worker or volunteer, the incumbent or head of the agency involved should be informed first and he or she must inform the Diocesan Bishop promptly
3. When a complaint is received, it is the responsibility of the Bishop or Executive officer to inform the Diocesan Insurance broker immediately
4. If the Sexual Misconduct complainant is a Cleric, Employee, Member or Volunteer, the first line designate is the Executive Officer.
5. If the sexual misconduct complainant is the Executive Officer, the first line designate is the Bishop.
6. ANY abuse, or complaint of abuse, of children (physical, verbal, emotional, sexual) must be reported to AB Child Protective Services and to the Bishop.
7. With all harassment complaints which are non-sexual in nature, anyone may anonymously seek the advice and assistance of church wardens or safe church coordinator, who will assist the individual in identifying concerns and in considering the applicability of various options, providing them with a copy of the harassment policy.
8. Harassment Complaints can be submitted to the Safe Church Coordinator using the policy forms and procedures.
9. A person who complains informally is enlisting the help of the Incumbent, another Priest or Archdeacon, a Warden, the diocesan Executive Officer and/or appointed designate to act as an intervener.