



COMMUNITY CHRISTIAN SCHOOL

113 CHURCH STREET, PASCOAG, RI 02859

(401) 568-5263 www.ChristianSchoolRI.org

INSTRUCTIONS FOR APPLICATION

1. Please fill out this application and print pages 2 to 7, one sided. Remember to sign where required.
2. Please submit the Application for Employment (pages 2 to 4), a personal testimony (instructions on page 4), the background check application (pages 5 to 7), and resume (if you have one) to:
 - a. Scan and email: ccspascoag@netzero.net
 - b. Or mail to: Community Christian School
113 Church Street
Pascoag, RI 02859
3. Please keep for your records:
 - a. Statement of Faith of Community Christian School (page 8)
 - b. Educational Philosophy of Community Christian School (page 9)
 - c. Child Abuse Prevention Procedures (page 10)
 - d. Sexual Abuse or Misconduct Addendum (pages 11 and 12)



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APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

NAME: _____ DATE: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

D.O.B.: _____ MARITAL STATUS: _____

NUMBER OF CHILDREN: _____ AGES: _____

HEALTH PROBLEMS (IF ANY): _____

POSITION FOR WHICH YOU ARE APPLYING: _____

GRADE PREFERENCE: _____

SPIRITUAL INFORMATION

ARE YOU A BORN AGAIN CHRISTIAN? _____

WHAT CHURCH ARE YOU PRESENTLY ATTENDING? _____

PASTOR'S NAME: _____ PASTOR'S PHONE: _____

WHAT MINISTRIES ARE YOU INVOLVED IN? _____

EDUCATIONAL BACKGROUND

HIGH SCHOOL & LOCATION: _____

POST-SECONDARY EDUCATION:

SCHOOL & LOCATION	YEARS ATTENDED	DEGREE	AREA OF STUDY

WITH WHAT EXTRACURRICULAR ACTIVITIES WOULD YOU BE WILLING TO WORK?

EMPLOYMENT INFORMATION

PLEASE INCLUDE BOTH TEACHING AND OTHER OCCUPATIONAL EXPERIENCE,
LISTING THE MOST RECENT FIRST:

EMPLOYER & PHONE	RESPONSIBILITIES	DATES OF EMPLOYMENT

REFERENCES

PLEASE LIST 3 PERSONS TO WHOM WE MAY WRITE OR CALL FOR YOUR REFERENCE:

NAME	ADDRESS	PHONE

ADDENDUM

ON A SEPARATE SHEET OF PAPER, PLEASE WRITE A BRIEF AUTOBIOGRAPHICAL SKETCH INCLUDING A TESTIMONY OF YOUR RELATIONSHIP TO CHRIST AND WHY YOU BELIEVE GOD IS LEADING YOU TO SERVE AT COMMUNITY CHRISTIAN SCHOOL.

I HEREBY ACKNOWLEDGE JESUS CHRIST AS MY LORD AND SAVIOR AND DECLARE MY AGREEMENT WITH THE STATEMENT OF FAITH AND EDUCATIONAL PHILOSOPHY OF COMMUNITY CHRISTIAN SCHOOL. I FURTHER UNDERTAKE, AS GOD GIVES ME STRENGTH, TO ENDEAVOR TO LIVE IN ACCORDANCE WITH GOD'S WILL AS IT IS SET FORTH IN THE SCRIPTURES.

I UNDERSTAND THE ALTHOUGH COMMUNITY CHRISTIAN SCHOOL RECEIVES STUDENTS FROM VARIOUS CHRISTIAN DENOMINATIONS, THE SCHOOL ITSELF IS A MINISTRY OF THE PASCOAG COMMUNITY BAPTIST CHURCH AND IS THEREBY BAPTISTIC IN ITS DOCTRINE AND THAT ALL OF ITS CURRICULUM IS BASED ON THE KING JAMES VERSION OF THE BIBLE.

I CERTIFY THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE, TRUE. I ALSO AUTHORIZE COMMUNITY CHRISTIAN SCHOOL TO VERIFY THE INFORMATION CONTAINED IN THIS APPLICATION.

I ALSO UNDERSTAND THAT BEFORE THE APPLICATION PROCESS IS COMPLETED, I MUST SUBMIT TO A BACKGROUND CHECK.

SIGNATURE: _____

CCS DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, SEX OR NATIONAL ORIGIN.

PASCOAG COMMUNITY BAPTIST CHURCH

111 CHURCH STREET, PASCOAG, RI 02859

(401) 568-4963

RELEASE OF BACKGROUND CHECK INFORMATION

CONSENT FORM

I, _____, GIVE PERMISSION FOR THE PASCOAG COMMUNITY BAPTIST CHURCH TO SHARE THE INFORMATION OBTAINED FROM THE **PROTECT MY MINISTRY** NATIONAL BACKGROUND CHECK WITH THE FOLLOWING ORGANIZATION OR INDIVIDUAL: **COMMUNITY CHRISTIAN SCHOOL.**

(SIGNATURE OF APPLICANT)

(DATE)

NOTICE – BACKGROUND INVESTIGATION

IN CONNECTION WITH YOUR EMPLOYMENT WITH THE PASCOAG COMMUNITY BAPTIST CHURCH, NOTICE IS HEREBY GIVEN THAT A CONSUMER REPORT AND / OR INVESTIGATIVE CONSUMER REPORT MAY BE OBTAINED FROM A CONSUMER REPORTING AGENCY FOR EMPLOYMENT PURPOSES. THESE REPORTS MAY CONTAIN INFORMATION ABOUT YOUR CHARACTER, GENERAL REPUTATION, PERSONAL CHARACTERISTICS AND MODE OF LIVING, WHICHEVER ARE APPLICABLE. THEY MAY INVOLVE PERSONAL INTERVIEWS WITH SOURCES SUCH AS YOUR NEIGHBORS, FRIENDS OR ASSOCIATES. THE REPORTS MAY ALSO CONTAIN INFORMATION ABOUT YOU RELATING TO YOUR CRIMINAL HISTORY, CREDIT HISTORY, DRIVING AND / OR MOTOR VEHICLE RECORDS, EDUCATION OR EMPLOYMENT HISTORY, OR OTHER BACKGROUND CHECKS.

YOU HAVE THE RIGHT, UPON WRITTEN REQUEST MADE WITHIN A REASONABLE TIME AFTER THE RECEIPT OF THIS NOTICE, TO REQUEST DISCLOSURE OF THE NATURE AND SCOPE OF ANY INVESTIGATIVE CONSUMER REPORT PREPARED BY CONTACTING THE PASCOAG COMMUNITY BAPTIST CHURCH AND PROTECT MY MINISTRY, 14499 N. DALE MABRY HWY., SUITE 201 SOUTH, TAMPA, FL 33612; PHONE: 1-800-319-5581.

FOR INFORMATION ABOUT PROTECT MY MINISTRY'S PRIVACY PRACTICES, SEE WWW.PROTECTMYMINISTRY.COM. THE SCOPE OF THIS NOTICE AND BELOW AUTHORIZATION IS NOT LIMITED TO THE PRESENT AND, IF YOU ARE HIRED, WILL CONTINUE THROUGHOUT THE COURSE OF YOUR EMPLOYMENT AND ALLOW THE PASCOAG COMMUNITY BAPTIST CHURCH TO CONDUCT FUTURE SCREENINGS FOR RETENTION, PROMOTION OR REASSIGNMENT, AS PERMITTED BY LAW AND UNLESS REVOKED BY YOU IN WRITING.

ACKNOWLEDGEMENT AND AUTHORIZATION

BY SIGNING BELOW I HEREBY AUTHORIZE THE OBTAINING OF CONSUMER REPORTS AND / OR INVESTIGATIVE CONSUMER REPORTS BY THE PASCOAG COMMUNITY BAPTIST CHURCH AT ANY TIME AFTER THE RECEIPT OF THIS AUTHORIZATION AND THROUGHOUT THE COURSE OF MY EMPLOYMENT, IF APPLICABLE.

SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

LAST FOUR DIGITS OF SSN: _____

APPLICANT DATA COLLECTION

TODAY'S DATE: _____

LAST NAME: _____ FIRST NAME: _____ MI: _____

DATE OF BIRTH: ____/____/____ SSN: ____-____-____

EMAIL ADDRESS: _____@_____._____

PHONE (____)____-_____

HOME ADDRESS

STREET NUMBER & NAME: _____

APT #: _____

CITY: _____

COUNTY: _____

STATE: _____

ZIP: _____

DRIVER'S LICENSE OR STATE ID #: _____

STATE ISSUED: _____

Statement of Faith of Community Christian School

THE BIBLE

We believe the 66 books of the Bible to be the verbally inspired Word of God.

GOD

We believe God is a Trinity: Father, Son and Holy Spirit

JESUS CHRIST

We believe that Jesus Christ was born of the virgin Mary and is indeed God in the flesh.

THE HOLY SPIRIT

We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.

THE GOSPEL

We believe in the blood atonement, vicarious suffering and bodily resurrection of Jesus Christ.

FUTURE EVENTS

We believe in the pre-tribulational rapture of the church and the pre-millennial return of Christ to set up His 1,000 year kingdom.

SALVATION

We believe that all are born in sin and the only way a person can be justified before God is through personal faith in Jesus Christ as one's Redeemer.

ETERNITY

We believe Heaven is a real place prepared for those who have been born again. Likewise, Hell is a literal place of suffering for those who have not received the Savior.

Educational Philosophy of Community Christian School

The Bible teaches that a child or youth should be taught how to live a full and complete life to the glory of God (Ps. 78:4-7). The Bible is accepted as the inspired Word of God and the final authority for our life and faith. God has created and sustained everything through His Son, Jesus Christ. The world and life are revelatory of God and glorify Him (2 Tim 3:16-17). All areas of learning must be taught from a Christian perspective. There is no division or “secular” and “religious” because God is the author of all knowledge and all truth is His truth.

This educational philosophy requires a Christian view of humanity: that humankind was created by God with the unique capacity to know and respond to God personally. However, people by nature and choice cannot glorify God in their natural state. People can do this only by being born again to do God’s will, which is the ultimate purpose of life. To be born again, one’s faith must be placed in the Lord Jesus Christ as Savior (Rom 10:9-10).

The whole educational process seeks to restore the student to a position of true knowledge and righteousness through Christ. Students must be taught the Bible to understand God, their own nature, and their role as God’s image. This provides a foundation for cultivating spiritual discernment under the Lordship of Christ. Each student must be educated as an individual with unique abilities and personality, learning to live with others at home, in the church, or in society. Diversified knowledge, well-developed skills, and Christian values are needed to assist students in finding their role in today’s world and equipping them for service in Christ’s kingdom (Prov 2:1-5).

The authority for such and education comes both from God’s command that children be taught to love God and place Him first in their lives, and from the fact that parents are responsible for the total education and training of their children. At the parents’ request, the Christian school becomes a partner in providing this education for the children in the family (Deut 6:6-7).

Pascoag Community Baptist Church & Christian School

Child Abuse Prevention Procedures

1. All prospective school staff members and children's ministry volunteers are given a thorough interview conducted by the Pastor and either the School Principal or another Church official and are required to fill out an application.
2. All prospective school staff members and children's ministry volunteers are required to submit to a police background check.
3. All prospective school staff members are required to submit two references from previous experience in child education. All volunteers in church children's ministry are required to submit two character references from outside the church membership and may not include any family members.
4. No volunteers will be allowed to participate in church children's ministry without having attended the Pascoag Community Baptist Church for a minimum of six months. The only exceptions are teachers who are hired to work in the school.
5. No staff member or volunteer is ever allowed to work individually with a child in a private or secluded setting. All individual work is to be done in an open and public area or in a room with the door open and in each case, individual work with a child must be done in the presence of another staff member / volunteer or in the presence of the parent of the child. No staff member or volunteer is allowed to be alone in a car with a minor during any school or church activity including transportation to or from an activity.
6. No teen volunteer in children's ministry will be allowed to work alone with children. Teen volunteers are required to work under adult supervision.
7. Church officials and School Administration are free to walk into any classroom at any time without prior notification.
8. Any suspected abuse of a child (emotional, physical, sexual) at the Pascoag Community Baptist Church or at Community Christian School is to be reported immediately to the Pastor or School Principal at which time the following procedures will take effect:
 - a. Parents will be notified.
 - b. Police will be notified.
 - c. The accused will immediately be placed on administrative leave until a thorough investigation can be completed.
 - d. The law firm used by the church will be notified.
 - e. The church's insurance company will be notified.
 - f. The parents and child will be offered Pastoral care and counsel
9. No one with a record of child abuse will ever knowingly be allowed to participate in any ministry to the children of the Pascoag Community Baptist Church or Community Christian School.

Sexual Abuse or Misconduct Addendum

Anti-retaliation and False Allegations

Pascoag Community Baptist Church prohibits retaliation made against any employee, volunteer, board member or other person who lodges a good faith complaint of sexual abuse or misconduct or who participates in any related investigation. Making knowingly-false or malicious accusations of sexual abuse or misconduct can have serious consequences for those who are wrongly accused.

Pascoag Community Baptist Church prohibits making false or malicious sexual misconduct allegations, as well as deliberately providing false information during an investigation.

Anyone who violates this rule is subject to disciplinary action, up to and including termination of employment or membership and criminal prosecution.

Zero Tolerance Statement

Pascoag Community Baptist Church prohibits and does not tolerate sexual abuse or misconduct in the workplace or during any organization-related activity.

Pascoag Community Baptist Church provides procedures for employees, volunteers, board members or any other victims of sexual abuse or misconduct to report such acts. Those reasonably suspected or believed to have committed sexual abuse or misconduct will be appropriately disciplined, up to and including termination of employment or membership, as well as criminally prosecuted. No employee, volunteer, board member or other person, regardless of his or her title or position has the authority to commit or allow sexual abuse or misconduct.

Annual employee training/communication procedures

Pascoag Community Baptist Church Christian School will provide training on this child protection policy to all new childcare workers and will strive to provide opportunities for additional training classes or events on an annual basis. All workers are strongly encouraged to attend these training events.

The following definitions or examples of sexual abuse, misconduct or harassment, may apply to any and/or all of the following persons – employees, volunteers or other third parties.

Sexual abuse or misconduct may include, but is not limited to:

- Child sexual abuse – any sexual activity, involvement or attempt of sexual contact with a person who is a minor (under 18 years old) where consent is not or cannot be given.
- Sexual activity with another who is legally incompetent or otherwise unable to give consent.
- Physical assaults or violence, such as rape, sexual battery, abuse, molestation or any attempt to commit such acts.
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders and/or pulling against another's body or clothes.
- Material such as pornographic or sexually explicit images, posters, calendars or objects.
- Unwelcome and inappropriate sexual activities, advances, comments, innuendoes, bullying, jokes, gestures, electronic communications or messages (e.g. email, text, social media, voicemail), exploitation, exposure, leering, stalking or invasion of sexual privacy.
- A sexually-hostile environment characterized as comments or conduct that unreasonably interferes with one's work performance or ability to do the job or creates an intimidating, hostile, or offensive environment.
- Direct or implied threats that pressure submission to sexual advances will be a condition of employment or affiliation with the organization.