

## **Where Two or More Are Gathered: Two-Person Policy**

Jesus sent the disciples out to do their ministry in pairs (Mark 6:7, Luke 10:1). Best practice is to have at least two people present whenever engaging in ministry at the church or on behalf of the church in the public, to build community and fellowship among the members of the church, as well as to ensure the safety of all present. While this is a best practice at all times, there are several situations in which the presence of two (2) persons are required when employed and volunteering at St. John's:

- a. When collecting or counting cash or checks or managing financial sales, such as at parish fundraisers or operating the cash register in the Helpful Shop. (When money is handled, the two persons must be unrelated.) Once cash and check monies have been counted, they should be sealed in an envelope or bag with both counters' signatures. One person can then take the sealed and signed envelope to the bank for deposit.
- b. When acting on behalf of the church in any ministerial or pastoral capacity, such as a Lay Eucharistic Visitor, pastoral visitor, Ashes to Go, or working in the Helpful Shop.
- c. When interacting with children under the age of 18 when their parents are not present.

This policy has been instituted to comply with the requirements of the Diocese of El Camino Real and The Episcopal Church's Safe Church Policies.

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Approved by the Vestry of the Episcopal Church of St. John the Baptist, Aptos, California, on March 28, 2023.