



POLICY FOR THOSE CONVICTED OF SEXUAL OFFENSES AGAINST A MINOR AND ATTENDANCE AGREEMENT (Version 1.2 - 18 August 2026)

Introduction

Riverbluff Church's mission is to "Make Disciples who Make Disciples who Change the World". Reaching all of the lost is an integral part of that mission. In order for Riverbluff Church to be a safe place for all to attend, our elders believe it necessary to adopt an official policy regarding sexual offenders who appear on publicly available government lists (henceforth referred to as simply "sex offender") who desire to attend our services or join our church. The elders reserve the right to apply this policy in any case where the safety of the membership is of concern. The purpose of this policy is to provide an acceptable level of protection for children participating in events as well as to protect the offender from situations which may put him or her at risk. Our goal for all is redemption through salvation by Christ and the work of the Holy Spirit. The church is a place for introducing Jesus Christ to all people who do not know him. We want Riverbluff Church to be a safe place for everyone to learn about Christ and the gospel. We believe that only through humility, leading to the appropriate self-disclosure and transparency of a Registered Sex Offender's status, can that "safe place" ever truly be achieved. For this reason, our discipling strategy for any Registered Sex Offender, will always focus on this "appropriate self-disclosure and transparency" on the pathway to deeper connection and fellowship with anyone associated with Riverbluff Church.

Changes:

Date / Version	Page	Description
1 October 2018 v 1.0	-	Original approved version
27 February 2019 v 1.1	4-5	Added specific procedures for use of RSO log booklet
18 August 2026 v 1.2	1-10	Significant corrections, additions, and deletions

Definition of Terms

In the following statement of conditions, these terms shall have the assigned meanings:

- **Service(s):** includes any gathered event of Riverbluff Church, whether held at a facility owned by Riverbluff, a rented campus, or at an offsite location.
- **Small group:** includes any meeting of a Riverbluff Church small group under the authority and leadership of Riverbluff Church, whether in a home, at a Riverbluff Church location, or other location.
- **Activities:** includes services, small groups, service events, retreats, conferences, or any other function sponsored by Riverbluff Church, regardless of the event location.

- **Participant:** A person on any State or National Sex Offender Registry choosing to attend Riverbluff Church, have access to its campus, or participate in off-site church sponsored events, that has signed the “ATTENDANCE AGREEMENT FOR SEX OFFENDERS” and been assigned a Supervising Elder. (At their discretion, the Lead Pastor and Elder Team can decide that any individual must fall under this policy to attend Riverbluff Church or any of its activities.)
- **Supervising Elder:** the elder of Riverbluff Church designated to oversee the fulfillment of this contract with a given participant in fellowship with Riverbluff Church.
- **Chaperone:** an approved delegate of the Supervising Elder who signs in and signs out with an offender attending a Riverbluff service or activity, and who monitors the participant’s restroom use while onsite.
- **Informed Personnel:** members of the church leadership that will be informed of the participant’s status.
- **Child, children or youth:** any person under the age of 18 years old.

Policies

1. Any registered sex offender is expected and required to self-disclose his or her status as a registered sex offender (including his/her level designation) to an elder prior to attending any Riverbluff Church services or activities. Whether through disclosure or discovery, as soon as the registered status of a sex offender is realized the protocols of this policy will be expected to be honored or the offender may not attend any Riverbluff services or activities. Any member knowingly bringing or accompanying a sex offender to any Church event is also required to disclose the sex offender’s status and information to an elder prior to attending the same.
2. A sex offender may not attend any Riverbluff services or activities, including small groups, until signing the “Attendance Contract for Offenders.”
3. Sex offenders are prohibited from attending Riverbluff Church services and / or activities under any of the following circumstances:
 - a. If any victim of the sex offender is a member of Riverbluff Church or known to regularly attend any Riverbluff campus.
 - b. If the sex offender has a history of not following established contract agreements at other churches.
 - c. If the sex offender does not agree to the conditions for fellowship at Riverbluff Church.
 - d. If the sex offender does not comply with the conditions for fellowship at Riverbluff Church.
 - e. If the sex offender is in violation of any state or local law regarding notification and reporting to state or local authorities.
4. Any individual that has at any time registered as a sex offender is expressly prohibited from entering into Riverbluff Church children’s ministry areas or participating in or as part of Riverbluff Church children ministry. This prohibition continues to exist regardless of whether the offender status is removed. This prohibition is non-negotiable.
5. A Participant is prohibited from holding or possessing keys for church facilities or checking out keys in conjunction with the reservation of a room or other facility in the church.

6. A Participant may not attend any children or youth oriented services or activities. However, the offender is allowed to attend services and activities where children may be present, such as worship services, and is allowed to be in Hallway A or auditorium.

7. The purpose of listing informed personnel is to identify the minimum set of people that will be informed of the Participant's status. The Senior Pastor or Supervising Elder may inform others at his sole discretion. The following are "Informed Personnel" as defined by this policy:

- Church Pastors and Staff
- Counselors (staff at the counseling center)
- Children's and Youth Ministry Personnel
- Safety Team Members

8. At such time as an individual ceases to be a registered offender, a copy of the "Certificate and Order of Discharge," or a similarly equivalent Court document, must be submitted to the individual's Supervising Elder to be included in the offender's file. At that time, an evaluation will be conducted to determine if and what continuing restrictions will remain in place.

Supervising Elder

The Supervising Elder is responsible for managing the team that supports the participation of a Participant in life with the Riverbluff family. The Supervising Elder is responsible for the following:

- Introducing the participant to this policy
- Identifying and assigning a Chaperone team
- Ensuring the Chaperone team members have completed required training
- Maintaining the file of documents required under this policy
- Keeping a record of the Participant's mandatory meetings (counseling, parole, etc.)
- Meeting regularly (at least quarterly) with the Participant to shepherd the Participant's growth
- Upon Elder Team approval, managing participation by the Participant in any church ministry

Chaperones

We recognize that Participants may be either biologically male or female as assigned at birth and chaperone assignment will be gender based. Chaperones will be church members in good standing and may not be a family member or close relatives of the Participant. The church anticipates assigning 5-6 Chaperones to each Participant to provide adequate coverage without placing undue burden on the Chaperone or undue restriction on the Participant. The following ministry members will serve as the primary pool for "Chaperones" as defined by this policy:

- Church Pastors
- Church Staff
- Counselors (staff at the counseling center)
- Elders (or spouses)
- Deacons (or spouses)
- May include other ministry members determined to be responsible in support of ministry functions.

The Chaperone will be responsible for accompanying the Participant while at Riverbluff facilities, for the purpose of this policy that means, but is not limited to:

- Meeting the Participant to facilitate sign-in to the building.
- Remaining within visual proximity to the Participant whenever in the building.
- Discretely pre-checking the designated bathroom to ensure it is empty before it is used by the Participant.

All Chaperones are required to complete designated training prior to serving in the capacity of Chaperone.

Restricted and Authorized Areas

The Participant agrees to abide by the following restrictions for access to Riverbluff facilities.

The following designated areas in the building are the only accessible spaces for a “Participant” once they have been checked into our building by their Supervising Elder or approved chaperone. All other areas are restricted until a long-term relationship is established and specific written approval given by the Pastor & Elder Team:

- The Side Entrance adjacent to the parking lot
- Hallway A
- The Counseling Center
- The Entry Area to the Church offices visible through the office front doors
- The Auditorium

The following designated outdoor areas are the only accessible spaces for a “Participant” and are only to be used to come and go. Absolutely no loitering will be permitted:

- The open and visible parking lots
- The sidewalk immediately adjacent to the paved parking lot

Records Keeping

As outlined in this policy certain records will be retained by the church for the maintenance of this program. A file will be created for each Participant that contains the signed ATTENDANCE AGREEMENT and any other documents generated or collected under this policy associated with the individual Participant. The file will be maintained in a locked cabinet by a designated member of the pastoral staff. Agreements and authorizations will be retained for the duration of attendance plus 10 years.

The Participant’s active Individual sign-in/sign-out log (attachment 1 or log booklet with similar content) will be maintained in the church office in a color designated folder and labeled with the offender’s church record number.

Upon arrival at the facility, the chaperone will collect the log booklet from the office and annotate the Participant's arrival on the campus. The chaperone will retain the log booklet. In the event of a hand-off between two chaperones, the withdrawing chaperone will enter the "time out" and initial to verify, the gaining chaperone will enter the "time in" and initial to verify acceptance of the chaperone duty. The Participant will then sign to acknowledge that he or she was informed of the change in chaperones.

Upon departure from the facility by the Participant, the chaperone will annotate the "time out" and deposit the log booklet in the drop box adjacent to the side entrance closest to the offices.

The staff will be responsible for collecting the logbook from the drop box and returning it to the assigned location in the office.

In the event that the log booklet has been placed in the drop box and the Participant has a need to re-enter the facility, the Participant will text message the chaperone and the chaperone will reply to acknowledge accepting chaperone responsibility. Upon departure the Participant will text message the chaperone and the chaperone will reply to acknowledge relief from chaperone duty. Within 24 hours, the chaperone will forward a copy of the text messages to the Supervising Elder so the activity can be entered into the log booklet.

Once completely filled the log will be placed in the Participant's file. Logs will be retained for a period of 10 years.

Individual Sign in / Sign out form # _____

[illegible]

ATTENDANCE AGREEMENT FOR SEX OFFENDERS (Attachment 2)

I agree to the following conditions:

- 1) I will be assigned a Riverbluff Church Supervising Elder who will evaluate and monitor my access to Riverbluff Church services and activities. I will meet regularly with my Supervising Elder to evaluate and monitor my access to Riverbluff Church services and activities.
“Regularly” would mean, but is not limited to: checking in and out each time he/she is at a Riverbluff service of activity; providing an account of having attended each CCO, social worker, or therapist session; and at least a quarterly meeting to discuss spiritual growth and how he/she is resisting temptation.
- 2) I will meet with the court ordered Community Corrections Officer (CCO), or another similar officer, as prescribed.
- 3) I will meet with a certified sex offender treatment therapist, if required by my CCO or Supervising Elder without complaint.
- 4) I will provide the treatment therapist’s name and phone number and the CCO’s name and phone number to my Supervising Elder.
- 5) I will get approval by the court ordered CCO, therapist, social worker, and Riverbluff Church Supervising Elder to attend Riverbluff Church. A copy of a signed authorization from each of these providers must be provided to your Supervising Elder.
- 6) I agree to have my picture, name, offense level, and a copy of this signed contract emailed to all Riverbluff Church pastors, elders, and staff before attending a Riverbluff Church service or activity.
- 7) I agree to have my picture, name, offense level, and a copy of this signed contract included in the records of the safety teams at all Riverbluff Church locations, accessible to all Informed Personnel.
- 8) I will not attend any Riverbluff Church services or activities (nor be present on the property of Riverbluff Church or off-property gathering location) without my Supervising Elder or an approved chaperone. My Supervising Elder must approve my chaperone, in his sole and absolute discretion. If my Supervising Elder or approved chaperone are not available, I will not attend any Riverbluff Church services or activities (nor will I be present on the property of Riverbluff Church or off-property gathering location) at any time.
- 9) Immediately upon my arrival at a Riverbluff Church, I will text my Supervising Elder or approved chaperone and meet them at one of the two benches just outside the Main Parking Lot Entrance (or other location designated by the Supervising Elder) I will wait there until my Supervising Elder or chaperone is able to sign in with me, acknowledging that I am on location. If my Supervising Elder or chaperone cannot be located, I will promptly leave Riverbluff Church premises.
- 10) I will not serve in any role in a Riverbluff Church ministry without prior written approval of the Lead Pastor and Elder Team and coordination from my Supervising Elder.
- 11) I acknowledge and agree that all children and student areas are off limits at all times, even if my own children are attending Riverbluff Church and are present and participating in Riverbluff Church’s children or student’s ministry or activities. In that case, I will not walk my own children back into Riverbluff Church children’s ministry area, but will make other arrangements for them, such as having a children’s ministry leader walk them to and from the children’s ministry area for me. I will

not supervise any children's activities nor enter a designated children's area. I will not serve in Riverbluff Church children's or youth ministries.

- 12) I will not attend any Riverbluff Church small group or class without prior written approval of the Lead Pastor and Elder Team and coordination from my Supervising Elder. This approval will only ever be given after the Participant agrees to have their picture, name, offense level, and a copy of this signed contract presented to the group leader and group members/attenders.
- 13) I will not visit the home of a Riverbluff Church family while minor age children are present.
- 14) I will not visit the home of a Riverbluff family without prior written approval from the Lead Pastor and Elder Team and coordination from my Supervising Elder. This approval will only be given after the Participant agrees to have their picture, name, offense level, and a copy of this signed contract presented to the adults in the home.
- 15) I will not have any physical contact with a child at Riverbluff Church, including, without limitation, sitting next to a child other than my own, holding a child on my lap, or being hugged or kissed by a child at Riverbluff Church. If a child other than my own approaches me to talk, I will acknowledge him or her and promptly leave the area.
- 16) I will only use the approved bathroom after my Supervising Elder or approved chaperone has entered and found no children in the bathroom. My Supervising Elder or chaperone will monitor the door while I use the facility.
- 17) I will report to my Supervising Elder or chaperone and sign out before leaving Riverbluff Church premises.
- 18) I understand that my Supervising Elder will retain records of our meetings, which will be available to the offender's therapist, CCO, and court at their request.

I understand the above conditions. I submit to these conditions and wish to attend Riverbluff Church. I submit to my Supervising Elder at Riverbluff Church. I accept that if I break any of the above conditions, I will no longer be allowed to be present at any Riverbluff Church location or activity. Riverbluff Church pastors, elders, deacons, employees, small group leaders, and Riverbluff Church members are released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized herein.

Printed Name of Offender: _____

Phone/Email: _____

Signature of Offender: _____ Date: _____

Printed Name of Riverbluff Supervising Elder: _____

Signature of Riverbluff Supervising Elder: _____ Date: _____