



Safety Policies

First Aid/CPR Training

To promote the safety of church members and the response of the ministry leaders and the congregation, we encourage all ministry leaders to be certified in CPR/First Aid, for both youth and adults.

First Aid Kits

For minor cuts, a first aid kit is provided in the kitchen above the microwave. Please replace anything you use in the kit so that the next person who has an emergency is not left in distress.

For long-term ministry trips over one day and/or trips where hospitals are a far distance away, we ask leaders to bring a first-aid kit in case of minor emergencies.

AED (Automated external defibrillator)

For those who have major emergencies at the church involving cardiac arrest, the church owns an AED. Please note that this is used for major emergencies and should only be used by a person with CPR/first aid certification. The AED is located in the Kitchen next to the telephone.

To ensure that the AED is working, a green light will appear in the AED box. If the battery is losing charge, the AED will make a chirp sound. If you hear this sound, please notify the office so that a new battery can be ordered and replaced.

Safe Gatherings Policies

These policies were made to ensure the safety and protection of children, youth and at risk adults and their leaders. This includes mandatory training of all youth/children ministry leaders in the use of positive discipline, identifying signs of abuse, mandated reporting, and the prevention of liability situations.

Included in our safe gatherings policy is a mandatory background check of all leaders working with youth, children and at risk adults. The safe gatherings policy is available online at Faithsouthbay.org.

Health Forms

Health forms are required for all youth participating in ministries under the age of 18. The original is to be kept by the church office, as there are a handful of copies made to ensure privacy. Copies of these health forms are to be kept with the ministry leader on any church-related events.

It is recommended that all ministries fill out health forms annually in case of emergencies.

Accident Reporting

We request that any leader or member who witnesses an accident at the church fills out an accident report form within 24 hours of the accident and return to church office. The form is available at Faithsouthbay.org

Fire Emergency Policies and Evacuation Procedures

Please look at the Fire Emergency Map, located in each room on the wall.

In case of a fire:

- **R - Remain calm** and do not panic. Rescue persons in immediate danger.
- **A - Alarm** Use the telephone system to page the entire church (Dial 701-00, and say twice “This is a fire evacuation. Please Evacuate the church immediately”) **and** notify the fire department by dialing 9-911 (“I want to report a fire at 2115 W. 182nd Street, Torrance, CA 90504”)
- **C - Contain** fire at point of origin by closing all doors and windows.
- **E - Evacuate** the facility using established procedures. **Extinguish** fire by using a portable fire extinguisher. **(Unless you have been properly trained, never attempt to use a fire extinguisher)** Report fire/pull alarm first; extinguish after. Never attempt to extinguish a fire unless you can do so safely.