



Church Safety Team Readiness Checklist

Part of the Comprehensive Church Safety Team Training (CCSTT)

Objective: Evaluate your church's preparedness to develop, train, and sustain a mission-ready safety ministry.

Leadership & Oversight

Status	Item	Notes
	Church leadership has formally approved the formation of a safety ministry.	
	A Leader of Safety Ministry has been appointed.	
	Leadership understands that safety is a ministry, not security enforcement.	
	Mission and vision statements align with biblical principles of stewardship and care.	
	Leadership supports written policies and annual safety training.	

Team Formation & Structure

Status	Item	Notes
	Safety team members have been vetted and approved by leadership.	
	Background checks are completed for all volunteers.	
	Roles and responsibilities are clearly defined (e.g., Team Lead, Greeter, Medical).	
	A chain of command and communication structure is established.	
	Team roster and contact information are updated quarterly.	

Policies & Procedures

Status	Item	Notes
	A written Church Safety Plan exists and is accessible to leadership and team members.	
	Policy covers emergency response, medical aid, disruptive individuals,	
	Use of force and de-escalation guidelines are clearly defined.	
	Incident reporting procedures are written and understood.	
	Annual policy reviews are scheduled and documented.	

Training & Competency

Status	Item	Notes
	All team members complete initial CCSTT core training.	
	Annual refresher training is scheduled and documented.	
	Scenario-based drills are conducted quarterly.	
	De-escalation and communication training are integrated.	
	Medical response (CPR/AED/First Aid) certifications are current.	

Communication Systems

Status	Item	Notes
	Radios or intercoms are available and tested weekly.	
	Communication protocols use clear, respectful language.	
	Emergency contact lists are posted in key areas.	
	A system exists for alerting staff discreetly during services.	
	Backup communication methods are identified.	

Facility & Environmental Readiness

Status	Item	Notes
	Entry/exit points are secured and monitored.	
	Lighting and camera coverage are adequate.	
	AED and first-aid kits are maintained and accessible.	
	Evacuation routes are clearly marked.	
	Regular walkthroughs are conducted to identify safety concerns.	

Partnership & Documentation

Status	Item	Notes
	Local law enforcement contacts have been established.	
	Church insurance providers are informed of safety efforts.	
	All incident reports are securely stored and reviewed.	
	Attendance logs and training certificates are maintained.	
	A continuity plan exists for leadership or volunteer turnover.	

Evaluation & Continuous Improvement

Status	Item	Notes
	Post-incident reviews are conducted within 7 days.	
	Quarterly readiness evaluations are scheduled.	
	Feedback from congregants and staff is collected.	
	Safety team debriefs occur monthly.	
	Action items are documented and tracked to completion.	

Completion Benchmark:

- 80–100% Complete → Ready for activation and ongoing development
- ■ 60–79% Complete → Requires targeted improvement before activation
- Below 60% → Needs foundational work and leadership approval

Crafty, Cunning, and Compelling Training — Prepare Your People. Protect Your House. Honor Your Calling.