Student Activities Policy for Registered Student Organization Activities:
PROTECTION OF MINORS

The University of Connecticut believes that all members of our community are responsible for safeguarding the welfare of minors who use our facilities or are involved with University programs and activities. This policy serves as a guide for our students and volunteers coming into contact with minors through their activities.

UConn Child Abuse and Neglect Reporting Policy

Definitions (*Obtained from the Connecticut Department of Children and Family Services: http://www.ct.gov/dcf/site/default.asp Pursuant to General Statues 17a-101, et seq., and for purposes of this policy, a "child" or "minor" is anyone under the age of (18) eighteen.*)

Child abuse is a non-accidental injury to a child which, regardless of motive, is inflicted or allowed to be inflicted by the person responsible for the child's care.

Child neglect is the failure, whether intentional or not, of the person responsible for the child's care to provide and maintain adequate food, clothing, medical care, supervision, and/or education.

All University students should report suspected child abuse or neglect to the DCF hotline listed below. Pursuant to Connecticut law, no individual will be held liable for making a report later found to be unsubstantiated as long as the report was made in good faith. The Department of Children and Families 24 hour hotline for reporting suspected child abuse or neglect is 1-800-842-2288. For further guidance see http://www.ct.gov/dcf/cwp/view.asp?a=2556&Q=314384.

Protection of Minors: Policies

Off Campus Events Planned by the Organization: UConn student organizations planning off-campus events that directly involve minors are **required to develop an organizational policy for the event** regarding working with minors. The policy must be communicated to members and guests prior to the event. Student organization members and guests must agree to abide by this policy **in writing** prior to the event.

Off Campus Events Planned by Another Organization: UConn student organizations participating in off-campus events sponsored by another organization may use that organization's policy for working with minors, if it is deemed adequate by Student Activities. If the policy from the sponsoring organization is not adequate, the UConn student organization **must develop its own organizational policy for the event**. Student organization members and guests must agree to this policy **in writing** prior to the event.

Below are examples of items that could be included in a minors policy:

Time Alone with Minors: Care should be taken to avoid or minimize situations in which individual minors are alone with a single adult. At least two unrelated adults should be with minors at any given time. This applies to: transportation to/from activities, accompanying a child to the bathroom, etc. If this is not possible, then assure that at least two children go with an adult.

One-on-One Meetings: One-on-one meetings with minors are best held in public areas. If that is not appropriate or possible, then the door to the room should be left open, and a student organization leader as well as an advisor of the organization should be notified about the meeting in advance.

Driving Minors: Student organization members should not be driving program participants who are minors. Any exceptions need to be discussed with Student Activities in advance so that a plan can be developed and approved.

Programs including **overnight stays or use of university residences** by children shall have the following additional policies in place:

- Curfews.
- Code of conduct for program staff/volunteers and participants.
- Substance-free housing and facilities.
- Substance-free commitment for program staff and volunteers.
- Residential supervision by trained staff.

Required Steps for Events with Minors:

1. **For events that directly involve minors, student organizations must submit their event-specific policies to Student Activities at least two weeks before the event takes place.** Agreeing to abide by the above policies is a good starting point, but some events may require you to specify supplemental policies. Please add those to the end of this document or include one or more additional pages.

2. The **event planner** is responsible for working with student organization officers to ensure the following occurs and documentation is kept: prior to attending an event that involves minors, all student organization members and guests who are attending the event **must** **agree, in writing,** to abide by the policies in place for that specific event. The event planner **must sign off** that they communicated this information to their organization members.

3. The **event planner** is **responsible for submitting the signed documents** (ex. scanned and emailed or photographed and emailed, etc.) **to the Student Activities staff member they met with for their off campus event meeting prior to the event.**

This policy supplements and does not supersede any other legal requirements, for example, those related to child care or teacher licensure.

Source: From the DRAFT University Policy for the Protection of Minors, August 2014

RSO Student Organization Protection of Minors

By signing this document prior to the event listed below, I am verifying that I will:

1. Inform the members of my organization and any invited guests who are attending the event about the policies in place for the protection of minors.
2. Obtain written verification that members of my organization and any invited guests who are attending the event will abide by the policies in place for the protections of minor.

Official Organization Name: _____ Event Date(s): _____

Your Role in the Organization:_____ Event Name:_____

Policy or policies in Place for the Protection of Minors: _____

_____

_____

_____

Signature: _____ Date: _____

Printed Name: _____ Printed NetID: _____

The following participants agree to abide by the above mentioned policies in place for the protection of minors (include printed name, signature, and date):

Name_____ Signature:_____ Date: _____

Name_____ Signature:_____ Date: _____

Name_____ Signature:_____ Date: _____

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Name_____ Signature:_____ Date: _____

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