



## Protection of Youth Code of Conduct

All University employees, students and volunteers engaged in activities that involve youth, under the age of 18, shall be positive role models for minors, and act in a caring, honest, respectful and responsible manner that is consistent with the mission of the University. All such individuals are required to comply with all applicable laws and University policies and shall follow the expectations below to avoid conduct that could cause harm or be misinterpreted:

1. Treat youth with respect at all times, regardless of their race, color, national origin, ancestry, religion, disability, medical condition, sex, gender identity, or sexual orientation.
2. Do not engage in:
  - Sexual abuse: Inappropriate touching, romantic involvement, sexual comments, sexual jokes, sharing sexually explicit material or assist in providing access to such material to youth.
  - Verbal abuse: Degrading, threatening, profanity, harassing language, romantic or sexual conversations, or related matters, unless required in the role of resident advisors, counselors, or health care providers.
  - Physical abuse: Hitting, spanking, shaking, slapping, unnecessary restraints.
    - If restraint is necessary to protect a youth or other youth from harm contact UPD, if assistance is needed.
    - All incidents must be documented and immediately reported to the Program Director.
  - Mental abuse: Shaming, humiliation, cruelty, or secret sharing.
3. Do not touch youth in a manner that a reasonable person could interpret as inappropriate.
  - Touching should generally only be in the open and in response to the youth's needs.
  - Touching should be for a purpose that is consistent with the Program's mission and culture.
  - Touching should be for a clear educational, developmental, or health related purpose.
  - Any resistance from the youth should be respected.
4. Stop as soon as safely possible the following behaviors between youth:
  - Hazing
  - Bullying
  - Derogatory name-calling
  - Games of Truth or Dare
  - Ridicule or humiliations
  - Sexual activity
    - All incidents must be documented and immediately reported to the Program Director.
    - Contact UPD, if assistance is needed.
5. Do not be alone with a single youth. If One-on-One interaction is required:
  - One-on-One interaction must be authorized by the Program Director or is being undertaken by a health care provider.
  - Meet in open, well illuminated spaces or rooms with windows observable by other authorized adults or program staff.
6. Do not meet with youth outside of established times for Program activities.
  - Do not invite individual youth to your home or other private locations.
  - Do not provide gifts to youth or their families independent of items provided by the program.
  - Do not be alone with youth outside the scope of the Youth Program except with the express consent of the Youth's Parent/Guardian.



# CAL POLY

- Do not communicate with youth through email, text messages, social networking websites, phone, internet chat rooms, multiplayer online games, or other forms of social media at any time unless there is an education or Programmatic purpose, and the content of the communication is consistent with the mission of the Program and the University.
  - Any exceptions require written parental authorization and must include more than one authorized adult or program staff.
- 7. Do not use, possess or be under the influence of alcohol or illegal drugs while in the presence, supervision, or in the care, custody or control of youth.
- 8. Do not provide alcohol or illegal drugs to a youth.
- 9. When transporting youth, more than one authorized adult must be present in the vehicle, except when multiple youth will be in the vehicle at all times through the transportation.
  - Avoid using personal vehicles if possible and comply with the Program's transportation guidelines.
- 10. Medication should not be provided to a youth unless written authorization has been provided by the parent/guardian.
- 11. Possession of or use of any type of weapon or explosive device is prohibited unless authorized in advance by campus law enforcement.
- 12. Immediately report suspected child abuse and neglect to your Program Director and to UPD at (805) 756-2281.

Please sign below to indicate that you have read, understand and agree to abide by the Protection of Youth Code of Conduct:

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First and Last Name (Print)

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Signature

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Date