



Presents

Youth Protection at Audubon



Agenda

- What is the Youth Protection Policy
- Why Audubon has a policy
- Which staff are required to comply with this policy
- Definitions and Examples
- Training requirements
- Reporting requirements
- Policy violations
- Management responsibilities
- Guidelines for interactions with youth



What is the Youth Protection Policy?

- Audubon's commitment to protecting all youth who participate in our programs
- Defines prohibited activities
- Defines reporting requirements
- Defines management's responsibilities
- Strictly prohibits any sexual misconduct or child abuse between any Audubon employee, independent contractor, or volunteer, and a minor served by Audubon

Why Audubon has a Youth Protection Policy

- To protect the safety of youth who participate in our programs
- To establish guidelines for all Audubon employees
- To protect and maintain the integrity of our programs, centers, and sanctuaries
- To comply with reporting requirements

To view the Youth Protection Policy, please reference the Employee Handbook.



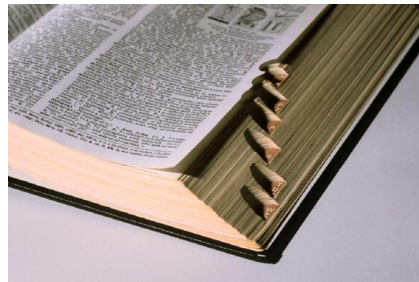
Which Staff are required to comply with this Policy?

- All staff and volunteers are obligated to:
 - Comply with this policy and report suspected incidents of child abuse or sexual misconduct

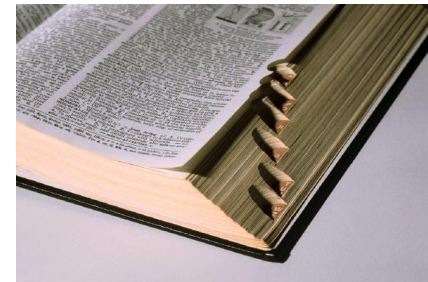
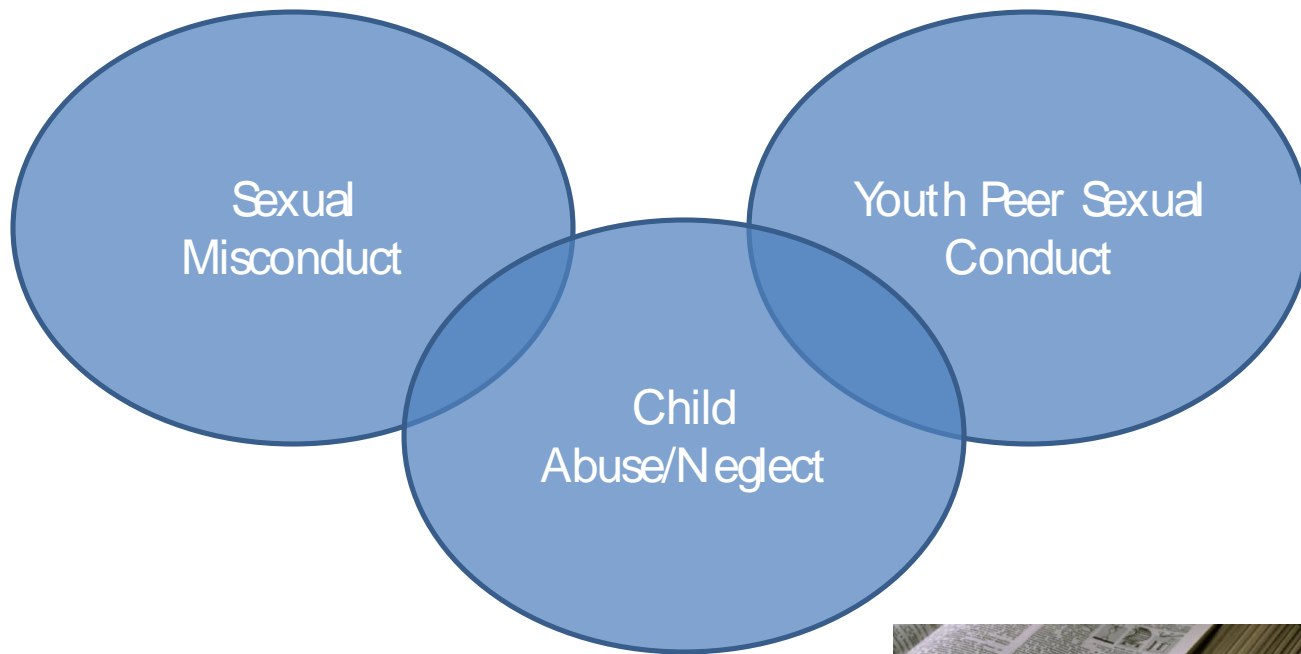
- Additional training requirements for staff designated as:
 - Youth Service Providers
 - Youth Service Supervisors

Definitions

- Youth or Minor:
 - A person who is under 18 years of age
- Youth Service Provider :
 - Any individual who directly interacts with youth on a regular basis including both employees and volunteers
- Youth Service Supervisor:
 - Any individual who directly super vises any Audubon employee or volunteer who is designated as a *Youth Service Provider*



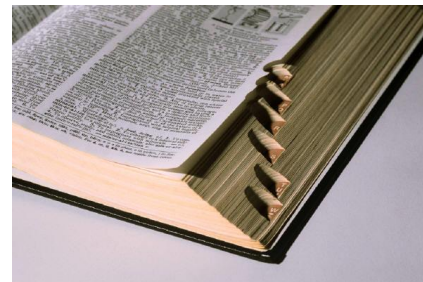
Definitions



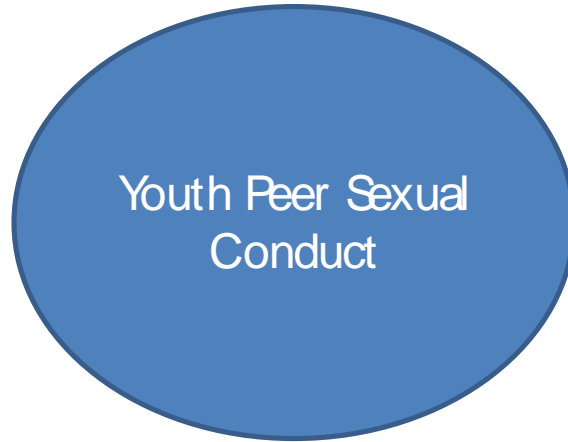
Definition

Youth Peer Sexual Conduct

- Any sexual conduct, speech, gesture, or electronic communication, or the viewing of pornography by a minor with another minor while participating in an Audubon program.



Example

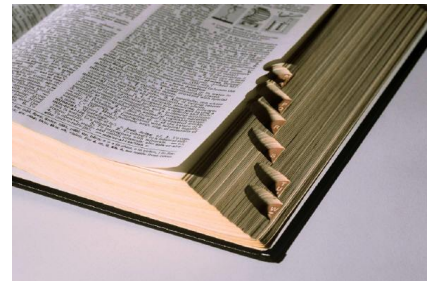


Two minors in an Audubon program are found emailing explicit YouTube videos to each other

Definition

Sexual Misconduct

- Any sexual conduct (other than child abuse or neglect) that arises directly or indirectly from the work of Audubon and involves an Audubon employee or volunteer and a minor. Sexual misconduct includes:
 - Inappropriate touching, speech, gesture, or electronic communication
 - Audubon employees or volunteers viewing pornography with minors while participating in an Audubon program
 - The desensitizing of any minor towards advances with the intent to seek a sexual opportunity (“grooming”)



Example

Sexual
Misconduct

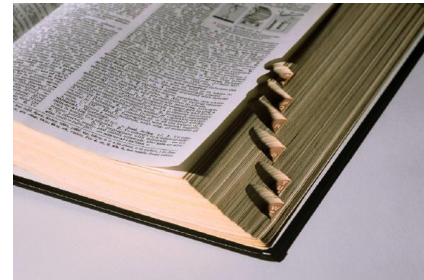
An Audubon employee and a volunteer are telling dirty jokes in the presence of children

Definition

Child Abuse or Neglect

- Child sexual abuse or other injury of a child by any person
- Malnutrition or failure to thrive, or inadequate parental provision of food, clothing, shelter, or medical care
- Involves a minor and *any other person*
- Can include sexual misconduct or youth peer sexual conduct if the first two bullet points are present

Child Abuse or Neglect is a crime



Example

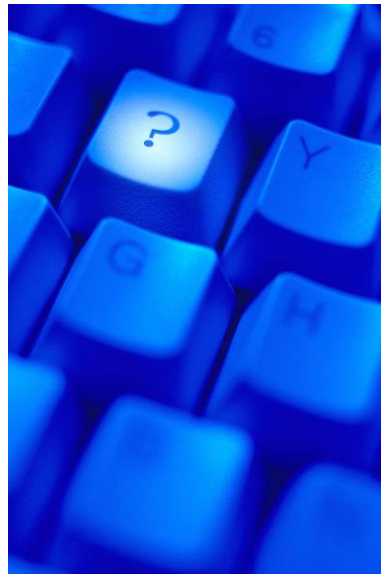
Child Abuse or Neglect

An Audubon employee and a volunteer are telling dirty jokes in the presence of children. Later one of the children takes the volunteer aside and asks questions about something in the joke he did not understand. To illustrate the response the volunteer reaches into the child's clothes and fondles his genitals. This is child abuse.

A minor in an education program tells an Audubon employee she is being hit by her father regularly. She shows you multiple bruises on her back. This is child abuse.

Questions about Behavior

If you ever have questions about any behavior or incident you should contact the Vice President of Human Resources at [\(844\) 866-8857](tel:8448668857) and the Vice President or his/her designee will in turn contact you. This is a dedicated voice mail that alerts the Vice President or his/her designee on their private cell phones.



Training Requirements

- Youth Service Providers
 - Undergo background screening
 - Review Audubon's Guidelines on Youth Protection
 - Sign a Youth Protection Policy Acknowledgment Form
 - Complete a required training presentation within 90 days of their hire date, or when Youth Service Provider duties are assumed



Training Requirements

- Youth Service Supervisors
 - Undergo background screening
 - Review Audubon's Guidelines on Youth Protection
 - Sign a Youth Policy Acknowledgment Form
 - Complete a required self-directed training presentation and sign a Policy Acknowledgment Form within 60 days of their hire date, or when Youth Service Supervisor duties are assumed
 - Lead a training for Youth Service Providers within 90 days of their date of hire or when they assume Youth Service Provider duties
 - Obtain a signed Policy Acknowledgment form from the employee or volunteer

To access the Policy Acknowledgment Form, please visit the Audubon University page of The Perch.

Reporting Requirements Child Abuse or Neglect

- Internal:
 - Immediately report the incident to the Vice President of Human Resources by calling (844) 866-8857. This is a dedicated number to a voicemail that will automatically alert the VP or his/her designee
 - Complete and forward the Policy Initial Report Form
 - Initial notice should not be delayed for lack of information
- Reporting to Legal Authorities:
 - Immediately report the incident to the appropriate legal authorities
 - Whenever possible, seek assistance from the Vice President of Human Resources to ensure that the report is complete, documented, complies with relevant statutes and is reported to the proper legal authorities

Reporting Requirements Sexual Misconduct

- Immediately report the incident to the Vice President of Human Resources by calling (844) 866-8857
- Complete and forward the Policy Initial Report Form
- A suspected incident of sexual misconduct need not be reported to legal authorities unless it constitutes child abuse or neglect
- The Vice President of Human Resources and the Office of the General Counsel will assist in deciding if the incident is reportable and to which authority
- Initial notice should not be delayed for lack of information

Reporting Requirements Youth Peer Sexual Conduct

- *If a minor has engaged in youth peer sexual conduct:*
 - Direct him/her to stop
 - Report the incident to your supervisor
- *Internal Reporting:*
 - The supervisor in charge of the program must promptly report the incident to the Vice President of Human Resources by calling (844) 866-8857
- *External Reporting:*
 - The supervisor must report the incident to the minor's parent, guardian or group sponsor. It need not be reported to legal authorities unless the incident constitutes child abuse or neglect
- *Discretionary Action:*
 - You may arrange for the minor to returned to his/her home, hosts, or sponsors
 - You may bar the minor from future participation in Audubon Programs

Reporting Policy Violations

- If you reasonably suspect that any violation of the Youth Protection Policy has occurred you must promptly report the policy violation to the Vice President of Human Resources by calling (844) 866-8857
 - For example, failure to report suspected incident of child abuse or neglect, sexual misconduct, or youth peer sexual conduct



Remember

Concerned?

Call Us!



Management Responsibilities

- Managers Must:
 - Review the duties of every employee and supervisor to determine if they qualify as a Youth Service Provider or Youth Service Supervisor
 - Ensure that the Youth Service Supervisor returns his/her Policy Acknowledgment Form
 - Document the successful completion of the training on the Youth Service Supervisor's Policy Acknowledgment
 - Ensure that all employees and volunteers they supervise comply with all requirements of this policy
 - Treat all information as confidential. Never share any information or report without the permission of the Vice President of Human Resources



Guidelines for Interactions with Youth

- Young people look to adults for examples of appropriate behavior
- Some young people have had unhealthy experiences with relationships in the past and may interpret the actions of adults through a "lens" clouded by those experiences
- Because one-on-one interactions can be misinterpreted, Audubon recommends implementing the "2-deep" guideline when reasonably possible
- Young people find it difficult to state discomfort or objections
- Young people sometimes either exaggerate or trivialize incidents
- Youth deserve personal privacy

To review the full Guidelines on Youth Protection please reference the Audubon University page of The Perch.

Questions?

Thank You!