



# YOUTH SAFETY POLICY

Protecting Youth, Staff and Volunteers



## OVERVIEW

- Began September 2012 at the University of Nebraska-Lincoln (UNL)
- Policy can be found online at: <http://police.unl.edu/campus-youth-activity-safety-policy>
- Applies to all activities sponsored by Nebraska and all activities held on Nebraska property
- New additions:
  - Registration form
  - Incident form



## DEFINITIONS

### Youth –

Any person under the age of 19 excluding full- and part-time Nebraska students.

### Youth Activity –

Any learning environment, activity, clinic, or conference sponsored by and/or held on property owned and/or controlled by the Nebraska that includes close interactions with youth, with or without parental supervision/oversight. This includes visits by youth staying overnight for University activities.



## DEFINITIONS

### **Activity Worker** –

Includes directors, coaches, assistant coaches, trainers, student assistants, staff, faculty, counselors, chaperones, officials, referees or teachers and any other adult or student acting as a supervisor/mentor/worker in a paid, unpaid or volunteer status.

### **Sponsoring Organization** -

Any person, business or organization supporting an event, activity or organization by providing financial support to the activity and accepting liability for such event, activity or organization.



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## NEW REQUIREMENT EFFECTIVE FEBRUARY 1, 2015

A Youth Activity Registration Form must be ***completed and approved*** prior to the Activity. Failure to adhere to this new requirement will result in the Activity being canceled. Form can be found at:

[http://police.unl.edu/documents/policies/youth\\_safety/Registration-Form.pdf](http://police.unl.edu/documents/policies/youth_safety/Registration-Form.pdf)



## NEBRASKA ACTIVITIES

- Must comply with this as well as all other Nebraska policies (i.e. weapons, drug & alcohol)
- Each Activity Worker must receive a copy of the Activity Worker Guidelines
- Complete a check of the national sex offender registry for all individuals NOT on Nebraska payroll
  - UPD checks all Nebraska paid employees including student workers
- Ensure that Activity Workers do not have a criminal background that would disqualify them from participating in the Youth Activity



## NON NEBRASKA ACTIVITIES

- May request a waiver from the policy
- Guarantee distribution of policy and related forms to all Activity Workers
- Verify each Activity Worker has been checked against the National Sex Offender Registry
- Provide certificate of liability insurance at least 30 days in advance of Activity
- Complete a contract for the Activity signed by the Vice Chancellor of Business and Finance



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## RESPONSIBILITY FOR COMPLIANCE

- Dean or Director has ultimate responsibility for compliance
- Activity Director
- Activity Workers
- All Nebraska Staff have a responsibility to speak up if there is an issue





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## REGISTRATION FORM

- After review by Internal Audit it was recommended that a registration form be completed before each activity, to guarantee a centralized source of information
- Registration form must be signed by Dean and Director and VCBF prior to the start of the Activity



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## INCIDENT FORM

- If an unplanned event or incident occurs during the Activity, an Incident Form must be completed and forwarded to the Risk Management Department within 24 hours of the incident.



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## WHO TO CONTACT

- Chief Owen Yardley, UPD
- Jennifer Lesoing-Lucs, Assistant Vice Chancellor, Business and Finance