Protecting Minors on Campus Training

April 2019
Target Audience:
This training is provided for UConn employees and volunteers who work in programs, campus or conference activities that engage minors under the age of 18 years.

Purpose:
UConn is committed to creating a safe and secure environment for minors engaged in UConn sponsored youth programs or events on our campus and providing them with the best possible experience when visiting our campus. To maintain such an environment and to fulfill our obligations as mandated by law, this training is provided to guide and equip all administrators, faculty, staff, students, volunteers and others working with minors the knowledge to:

- Employ strategies to plan your event and provide a safe environment for youth
- Recognize the different types and signs of child abuse
- Properly respond to incidents involving youth and/or report known or suspected child abuse
Definitions

**University Sponsored Activity Involving Minors:** A program or activity open to the participation of minors that is sponsored, operated, or supported by the University and where minors, who are not enrolled or accepted for enrollment in credit-granting courses at the University or who are not an employee of the University, are under the supervision of the University or its representatives.

**Child or Minor:** Any individual under the age of 18

**Authorized Adult:** A University employee, student, or volunteer (paid or unpaid) who has (1) successfully passed a Background Screening in the past 4 years (2) completed the University Minor’s Protection Training within the last year, and (3) has been registered with the University's Minor Protection Coordinator.

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Section 1: UConn’s Expectations

The expectations outlined in this section are primarily for the protection of participants; however, they also serve to protect the program staff and volunteers from false accusations of child abuse.
Activities should be coordinated in a way that ensures adequate levels of supervision at all times and eliminates one-to-one interactions with minors. It is important to understand that appropriate staff-to-participant ratios are dependent on several factors. At a minimum consider the following:

I. UConn’s Expectations
A) Supervision & Ratios

- The number and age of participants
- The risk of activities involved
- The location of activities and the type of housing (if applicable)
- The age and experience of the counselors and staff
Activities should make certain that activities are coordinated in a way that will ensure that appropriate staff-to-participant ratios are in place at all times.

Listed below are staff-to-participant ratios recommended by the American Camp Association (ACA).

### Day Activities

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<tr>
<th>AGE</th>
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<th>PARTICIPANTS</th>
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### Overnight Activities

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<th>AGE</th>
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</table>
I. UConn’s Expectations
A) SUPERVISION AND RATIOS (CONTINUED)

Make sure you adjust supervision for different ages and abilities, activities and environments.

Frequently scan the area, take count of the youth, ensure areas not visible are supervised by another staff member.

Be aware of the environment and event participants and adjust supervision accordingly.

Monitor your own behavior, as well as, the behavior of other staff and volunteers.
In addition to meeting UConn’s Protection of Minors requirements, activities involving minors in labs or in environments with chemicals or hazardous materials must also comply with applicable lab safety requirements. EH&S requires:

- Individuals under 18 years old are not allowed in laboratories that contain health or physical hazards unless they are University of Connecticut students or registered participants in a University-sanctioned project or program.
- Individuals under 18 years old must be supervised by qualified laboratory personnel at all times while working in laboratories.

For more information and additional guidance please contact EH&S.
Appropriate physical, and emotional boundaries should be maintained at all times. Avoid contact that could cause harm or be misinterpreted, including but not limited to:

- Tickling
- Sitting on laps
- Rough-housing
- Wrestling
- Piggyback rides
- Massages
- Any form of unwanted contact
I. UConn’s Expectations
B) INTERACTIONS

Time Alone With Minors

Program staff should avoid private one-to-one interactions with youth.

Abuse Prevention Protocol (APP)

Have another adult observer present during all interactions with youth participants (including when transportation is needed). At least one adult must be an Authorized Adult.

IN VIEW OF OTHERS

In situations that require personal conferences, the meeting is to be conducted in view of other adults and campers. If a camper approaches you when you are alone, move quickly to an area where there are others or ask the camper to meet you somewhere else (in a public area) in a few minutes.
I. UConn’s Expectations

C) SEPARATE ACCOMMODATIONS

Separate restroom and showering facilities for adult and participants, or if not available, programs must schedule separate restroom and shower facility times for adults and participants.

Sufficient number of Authorized Adults to adequately supervise overnight participants at all times. The sex of Authorized Adults supervising overnight participants should be in appropriate proportion to the sex and needs of the program participants, as determined by the Minor Protection Program.

Separate accommodations for adults and participants. Similarly, the age, sex and specific needs of participants in attendance should be considered when assigning accommodations. In certain circumstances as approved by the Minor Protection Program, a minor’s parent or guardian may be permitted to share accommodations with his or her own child, provided that other participants are not also housed in the same room.
I. UConn's Expectations

D) PRIVACY

Respect Privacy

Be aware of and follow established privacy policies. Participants information must be handled in a secure and confidential manner.

Use of Digital Devices

Inappropriate to use any device capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants.

Photos/Videos/Audio Recordings

Please obtain written consent prior to the collection or use of photos, videos and audio recordings that contain a child’s image or voice to be personal information.

Policies

Respect Privacy

Participants information must be handled in a secure and confidential manner.
I. UConn’s Expectations
E) SAFETY AND SECURITY

**Bullying/ Hazing**
Bullying or Hazing of any kind is strictly prohibited. Do not engage or allow others to engage in bullying, hazing or abusive conduct of any kind toward or in the presence of minors.

**Check-in/Check-out**
Have protocols for accounting for the whereabouts of minors at all times. Ensure that participants are properly checked-in and only released to authorized parents, guardians or other adults as requested in writing by the parent or guardian.

**Control Access to the Youth**
Establish measures to control access to program participants.

**Curfews**
Establish reasonable curfews and establish procedures to regularly account for overnight participants.

**Appropriate Attire**
Ensure that participants have appropriate attire and safety equipment for all program activities.

**Safeguarding Participant Records**
Activities must establish and maintain reasonable procedures to control access to, and protect the confidentiality, security, and integrity of program records, including individual participant records, and program personnel records.
If your event involves the transportation of youth participants, all applicable laws must be observed at all times. Consider the following:

- Refer to UConn’s Driving and Motor Vehicle Policy to learn more about applicable requirements, including insurance coverage’s and guidelines.

- Ensure that minors are not transported in the personal vehicles of Authorized Adults, unless required by the specific program or activity.

- Require that transportation of minors in University vehicles during University-sponsored activities include at least two adults, one of whom must be an Authorized Adult, except when multiple minors will be in the vehicle at all times.

- Collect written consent from parents or guardians for each participant prior to providing transportation.
Appropriate Communication

Contact between employees/volunteers and youth participants should be limited to sanctioned activities and programs and/or certain locations, such as activities within your organizations building.

This includes contact via social media, telephone, and meetings outside of scheduled activities and official program communication.
To help ensure that all online communication between program staff and participants remains positive and safe these channels must be public.

The “APP” leadership approach used during in person program activities also applies to online interaction. Avoid private messages and one-to-one direct online contact including, but not limited to, text messages, e-mail, social media websites (e.g. Facebook, Twitter, etc.) chats, instant messaging (Google Messenger, AIM, etc.), or other similar messaging features.

All communication between adults and youth should take place in a public forum (e.g. the Facebook wall), or at a bare minimum, electronic communication between adults and youth should always include one or more authorized adults openly “copied” (included) on the message or message thread.
The following slides outline scenarios that could very well take place during a youth program. After reading the scenarios, take a moment to reflect on the situations and then answer the corresponding questions.

I. UConn’s Expectations

1) REAL LIFE SCENARIOS

John (an 18 year old program staff member) takes Bill (a 17 year old program participant) on a walk alone during the program. Since John had a cell phone and could be reached at any time, he did not ask another program staff/volunteer to join them for the walk.

Do you consider this scenario acceptable?
This situation is **NOT** considered acceptable.

Program staff/volunteers must avoid private one-to-one interactions with youth and should have another adult observer present during all interactions with youth participants (including when transportation is needed).

Also, contact between employees/volunteers and youth participants should be limited to sanctioned activities and programs and/or to certain locations, such as activities within your organization’s building.
Jill is a volunteer for a mentoring program for high school students. During a regular scheduled program session, Jill was approached by Dan (a 17 year old program participant) who requested to speak with her about a private matter.

Jill asked Dan to meet her at a work station that was away from others but that was still in an open area that was observable by other volunteers and participants.

Do you consider this scenario acceptable?
One-to-one interactions with youth should be avoided. In situations that require personal conferences, the meeting is to be conducted in view of other adults and campers (the meeting should be observable and interruptible).

If a participant approaches you when you are alone, move quickly to an area where there are others or ask the camper to meet you somewhere else (in a public area) in a few minutes.
I. UConn’s Expectations

3) Real life Scenarios

Jeff is a 19 year old student who is a volunteer at a summer day camp. He recently learned that a long-time family friend’s 16 year old daughter (Betty) was attending the camp. On the first day of camp, Jeff told Betty to let him know if she needs anything and he provided her with his personal phone number and e-mail address.

Betty began texting Jeff regarding non-program related topics, such as an upcoming family gathering and how she is looking forward to her senior year of High School. Jeff and Betty begin to interact in one-to-one conversations like this on a frequent basis.

Do you consider this acceptable?
This situation is **NOT** considered acceptable

The “APP” leadership approach used during in person program activities also applies to online interaction. Avoid private messages and one-to-one direct online contact including, but not limited to, text messages, e-mail, social media websites (e.g. Google Messenger, AIM, etc.), or other similar messaging features.

Limit your contact with minors to professional interactions.

All communications between adults and youth should take place in a public forum (e.g. Facebook wall), or at a bare minimum, electronic communication between adults and youth should always include one or more authorized adults openly “copied” (included) on the message or message thread.
The first step in helping abused or neglected youth is learning to recognize the signs of child abuse and neglect.

During this section you will become familiar with the different types of child abuse and some of the common warning signs of child abuse or neglect.

II. TYPES AND SIGNS OF-child abuse

Remember to Stay Vigilant
II. TYPES AND SIGNS OF CHILD ABUSE

Definition of abuse

A non-accidental physical injury to a minor, or an injury that is at variance with the history given of it, or a condition resulting in maltreatment, such as, but not limited to, malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment, or cruel punishment.

(Connecticut General Statutes § 46b-120(6))
II. TYPES AND SIGNS OF CHILD ABUSE

Child Abuse may take several forms, including:

- Physical
- Sexual
- Emotional
- Neglect

[Types of Abuse in CT](https://www.acf.hhs.gov/sites/default/files/cb/cm2016.pdf)
II. Types and Signs of Child Abuse

A) Physical Abuse

- Physical abuse is any physical injury inflicted other than by accidental means.
- Any injury at variance with the history given of them.
- Child’s condition which is the result of maltreatment such as malnutrition, deprivation of necessities or cruel punishment.
II. Types and Signs of Child Abuse

B) Sexual Abuse

- Incident of sexual contact involving a child that is inflicted or allowed to be inflicted by the person responsible for the child's care
- Child sexual abuse typically occurs in family settings, it also arises in youth serving programs
- Some sexual abuse is perpetrated by children on other children rather than adults

Child sexual assault occurs every 2 minutes
II. Types and Signs of Child Abuse

C) Emotional Abuse

Result of cruel or unconscionable acts and/or
- statements made
- threatened to be made, or
- allowed to be made by the person responsible for the child's care

that have a direct effect on the child.
II. Types and Signs of Child Abuse

D) Neglect

- Abandonment or denial of proper care and attention (physically, emotionally, or morally) of a minor
- Or the permitting of a minor to live under conditions, circumstances, or associations injurious to the minor’s well-being.
- It is the most common form of abuse
Often times a youth may not report abuse; therefore, it is vital that you are aware of the common signs of child abuse or neglect. While there is no single set of behaviors that is characteristic of children who have been abused and/or neglected, the U.S. Department of Health and Human Services has documented several emotional and psychological effects that are commonly associated with children who have been victimized. Listed are signs that may suddenly appear in victims of child abuse.

**II. TYPES AND SIGNS OF CHILD ABUSE**

E) Signs and Symptoms

- Low Self-esteem
- Depression and anxiety
- Post-traumatic stress disorder (PTSD)
- Attachment difficulties
- Attention Disorders

**Eating disorders**

- Poor peer relations
- Self-injurious behaviors (e.g., suicide attempts)
- Lower academic achievement
- Bruises in areas not usually bruised in normal childhood activities

Please Note: The presence of a single sign is not proof that a youth has been abused, but a closer look at the situation may be warranted when these signs appear repeatedly or in combination.
Child Rape Occurs every 2 Minutes
A sex offender will molest an average of 120 victims, most of whom do not report it.
Every 10 seconds a child is abused or raped
For every report, 2 more go unreported
In the U.S., more than 7 children a day die as a result of some form of child abuse.
III. Typical patterns of Perpetrators of child abuse
### III. Perpetrators

#### A) Things to Remember about Perpetrators

For the purposes of this training, a perpetrator is a person who has been determined to have caused or knowingly allowed the maltreatment of a child.

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- Can appear charming, trustworthy, and generous.
III. Perpetrators

B) Common Method of Perpetrators

- Grooming
- Manipulation/Secrecy
- Force
Three conditions that encourage child abuse:

- **Access to children**
  College Campuses offer many opportunities for adults to interact with minors in the many youth serving programs and summer camps that are provided for the community youth. Remember there may be a few of those adults who have ill willed motives.

- **Privacy**
  The perpetrator seeks opportunities to be alone with a child. Eliminate the opportunity for any one-to-one situations.

- **Control**
  Child perpetrators are master manipulators, both with children and adults. They systematically engage in a “grooming” process to gain trust, establish secrecy, and testing the child’s reaction to increasing physical contact. The perpetrator may make threats to the child against the child’s family members or pets. They may ‘groom’ adults to overlook or excuse their inappropriate behavior when crossing boundaries.
III. Perpetrators
D) Common traits of perpetrators

• Excessive interest in or fixation on one particular child
• Frequent attempts to gain time alone with a child
• Providing special gifts or privileges to a child
• Allowing children to do inappropriate things
• Lack of respect for privacy/personal boundaries (e.g. engaging in physical contact such as wrestling, tickling, pats on the bottom, etc.)
• Commits more effort in developing a relationship with a child rather than with adults
• Encourages a child to keep small secrets – often to test reactions
III. Perpetrators

E) Grooming

• Many times, the first stage of child sexual abuse is a series of subtle and gradually escalating behaviors and statements, which is referred to as “grooming.”

• Perpetrators of child abuse use “grooming” to try to better understand and build trust with a child. This is followed by attempts to desensitize the child to increasingly inappropriate behavior in an effort to manipulate and abuse the child.

• Children most at risk for grooming are children who have experienced a degree of emotional, social or economic disadvantage or dysfunction.
Perpetrators may attempt to manipulate a victim into keeping acts of abuse a secret by using subtle tactics such as:

- **Bribery** – “I’ll let you go shopping if you let me do this.” Bribery could include gifts, affection, or any favors that interest a child.
- **Blame** – The perpetrator tells the child it is their fault the abuse took place.
- **Embarrassment** – Children realize that what has taken place is wrong.
- **Withdrawal of affection** – “I won’t like you anymore if you tell.” Often the perpetrator is a person who is loved by the child.
- **Displaced responsibility** – the child blames themselves for the molestation.
- **Threats** – “You are really going to get it if you tell anyone.” The perpetrator threatens the child or someone in the child’s family with physical harm.
III. Perpetrators

G) Force

While relatively infrequent when compared to the previously described tactics, there are unquestionably some occasions when perpetrators use force. Usually there is little a child can do to resist force whether through intimidation, threats, fear or physical force.
IV. CHILD PROTECTION LAWS

This section will briefly review some of the laws to consider when working with minors.

Note: Programs are responsible for becoming familiar with and following all applicable Federal and State laws.
• Who is a Mandated Reporter?
  Pursuant to state law, all University employees (except student employees) are Mandated Reporters of Child Abuse and/or Child Neglect and must comply with the reporting requirements in Connecticut’s mandated reporting laws. (Connecticut General Statutes Sections 17a-101a to 17a-101d)

• No later than 12 hours for verbal report
• No later than 48 hours for written report

Department of Children and Families (DCF) 24 Hour Hotline: (800) 842-2288
University Police: (860) 486-4800
University Policy

- UConn Minor Protection Policy requires criminal background investigations prior to working with minors every four years.
- Must complete the Minor Protection Training annually.
- Must comply with any other University policy such as the Policy Against Discrimination, Harassment, and Related Interpersonal Violence.
V. Reporting
V. REPORTING

A) If you suspect a child has been abused...

**Do:**
- Believe the youth
- Provide a safe environment
- Tell the youth participant it was not his/her fault
- Listen carefully
- Document the exact quotes
- Be supportive, not judgmental
- Know your limits
- Tell the truth and make no promises
- Report the abuse to DCF and/or Law Enforcement

**Do Not:**
- Investigate to determine if the reported abuse is true
- Ask leading questions (e.g., “That man touched you, didn’t he?”)
- Make promises
- Notify the accused individual
V. REPORTING

B) DCF-136

- Written form to be completed while reporting potential child abuse
- May be easier to fill out before calling to report
- **Must** complete the oral report before submitting the written report
Programs should have clear guidance on what to do when an incident involving the safety of minors arises.

- Develop clear procedures and step-by-step guidance to encourage a prompt response to concerns about a youth participant’s safety or welfare. Explain and distribute procedures to all staff, volunteers, and other individuals working directly with youth.

- Create a process for documenting incidents and/or concerns, and storing these securely, so that confidential information remains private.

- Create a process for informing appropriate University officials about incidents.

- Make sure that emergency and parental contact information is readily available to supervisors at all times.
While at the program, a youth participant informs you that she “thinks” one of her roommates was physically abused by someone during the program.

She did not have any additional information and indicated that she was not “entirely sure” that anything harmful happened.

Since you cannot confirm the report of the abuse is true and you do not have complete information, should you wait until you have enough evidence or information?
If you answered "NO" to the question in the previous slide, you are CORRECT.

V. REPORTING - SCENARIOS

If someone reports a case of known or suspected child abuse to you, **TAKE IMMEDIATE ACTION**.

Remove child from immediate harm and report the incident even if you cannot confirm the report of abuse is true or even if all of the requested information is not available at the time of the report.
DCF can take action to **protect children ONLY if reporters call the Hotline.** Reporters are required to provide "**reasonable suspicion**" of child abuse and/or neglect. It does not require positive confirmation. Reporters are protected by law if they report "in good faith." After the initial report, DCF and Law Enforcement begin the investigation. However, there are consequences if it is not reported.
In Connecticut, failure to report becomes a class A misdemeanor, punishable by imprisonment for up to one year, a fine of up to $2000 or both.

Anyone found to have intentionally and unreasonably interfere with or prevented a person who is a mandated reporter from carrying out the duty to report will be considered to have made risk of injury to a child, a Class D felony, punishable by up to five years in prison, a fine up to $5,000 or both.
V. Reporting

Untreated child abuse

- Risk for intimate partner violence
- Average life expectancy is 20 years shorter
- Alcohol abuse
- Illicit drug abuse
- Smoking and drinking at an early age
- Depression
- Suicide attempts
- Multiple sexual partners
- Being murdered
- Sexually transmitted diseases
- And many more...

In one study, 80% of 21-year-olds who reported childhood abuse met the criteria for at least one psychological disorder.
VI. How the Minor Protection Program Can Help

- Answer questions involving minors
- Work with General Counsel on campus and at UConn Health
- Take measurements to protect staff and participants
- Provides policy regarding minor protection
- Provides material such as consent papers

[https://minorprotection.uconn.edu/](https://minorprotection.uconn.edu/)
Upon Completion

Upon participating in this training, please take a moment to review and complete the accompanying Acknowledgement Statement in order to satisfy this training requirements.
For questions/concerns, please contact:

Julie Guild, LMSW
Minor Protection Coordinator

julie.guild@uconn.edu
860-456-4510

www.minorprotection.uconn.edu