

## **Congregation Ahavas Achim Sexual Abuse Prevention and Response Policy Youth Group Leaders' Version**

This document is intended only for Ahavas Achim Youth Group Leaders. It lists the responsibilities and rules you must follow to comply with the full Sexual Abuse Prevention & Response Policy.

These rules apply to everything that takes place on the grounds of Ahavas Achim, as well as any activities under the auspices of Ahavas Achim (example: a shul youth event at Rebounderz).

You will need to sign an acknowledgment stating that you have read, and agree to abide by, the terms of the full policy. Since this is an abbreviated document, you should familiarize yourself with the entire policy in addition to reading this list.

- If you suspect there has been an incident of adult sexual misconduct, you must report this to the Youth Director, whose job it will be to notify the Congregant Safety Committee. If you believe the situation is also an emergency, call 911 first, and then the Youth Director.
- If you believe there is a case of child or vulnerable adult abuse, report this to the Youth Director, whose job it will be to notify the State Central Registry and the Congregant Safety Committee. If you believe the situation is also an emergency, call 911 first, and then the Youth Director.
- You may never contact a child or vulnerable adult in any way that could be considered, or lead to, abuse or neglect. This inappropriate touch includes, but is not limited to:
  - Touching genitals, breasts, thighs, or buttocks, and would appear to a reasonable person to have a sexual connotation or purpose.
  - Touch meant to cause pain or distress, including physical punishment.
  - Touch that is overly physical, such as roughhousing, tickling, wrestling, or carrying.
  - Touch that is initiated against the wishes of the child or vulnerable adult.
  - Touch that is private, in a one-on-one setting, or otherwise out of sight of other adults.
- Appropriate touch is permitted in the correct context. This can include:
  - Touching shoulder, upper back, arms, hands.
  - A hand shake, a fist bump or high five, a side hug, or comforting someone in distress by picking them up or providing a hug. Whenever possible, if you intend to pick up, hug, or comfort a child or vulnerable adult, you should first seek permission from the parent or guardian.
  - Appropriate touch may only be done in a public space with another adult present. Whenever possible, before touching, it is best to check first with the child or vulnerable adult (ex: "I'm so proud of you! Can I give you a high five?")
  - For individuals 0-5 years of age, or developmentally in that range, appropriate touch may also include helping change clothing; helping toileting; assisting in walking up stairs; lifting onto a chair, stroller, or wheelchair; and lap-sitting in appropriate context.
- If a child or vulnerable adult tries to touch you in an inappropriate way, you must block or redirect them in a gentle manner.
- If a child or vulnerable adult acts in a way that suggests they are experiencing abuse or neglect, or have in the past, you should report this to the Youth Director.

- You should always avoid being in a room alone with a single child or vulnerable adult. If you find yourself in this situation, the door must be open or have a window.
- You should never be alone with a child or vulnerable adult in a bathroom with the door closed, or in a closed bathroom stall. Details regarding bathroom trips can be found below.
- You must be mindful of your language at all times. You must refrain from making any sexually suggestive comments, jokes, innuendos, behavior, or using inappropriate language with a child or vulnerable adult or in your presence. In addition:
  - Language should be encouraging and respectful. You may not use language that teases, belittles or shames others.
  - You should never ask a child or vulnerable adult to keep a secret
- If you are going to communicate with a child or vulnerable adult via direct message (email, text message, social media, etc), you must have permission of the parent or guardian in advance.
- You should not accept social media friend, follow, etc, requests from a child or vulnerable adult.
- You may never interact with children while under the influence of drugs or alcohol. Supplying drugs or alcohol to children is a criminal offense and is prohibited by this policy.
- Photographs at Ahavas Achim events are permitted under the following conditions: No photographs of a child or vulnerable adult inside changing areas/bathrooms, or while they are in a state of undress. Pictures should never include identifying personal information such as full name, address, or phone number. Any image that unintentionally reveals private body parts is to be destroyed or deleted.
- Ideally, you will not transport children to or from Ahavas Achim sanctioned events. If you do end up driving children, there should be another adult present. If you absolutely must transport a child alone, you must inform the parent/guardian and the Youth Director before the journey takes place, as well as once you have completed the journey.
- The following behaviors are prohibited when interacting with your peers (fellow youth group leaders, or others your own age): Sexual harassment; Sexually explicit language; Bullying; Sexting; Online bullying and harassment; Unwanted physical contact; Sexual pressure and/or coercion; and Stalking.
- You must complete an annual in-person training regarding sexual abuse awareness and prevention, as provided by Congregation Ahavas Achim.

#### Guidelines for Bathroom Trips:

- Children five years of age and younger will always be escorted to the bathroom. If the child is older than five, or if the person is a vulnerable adult, the escort must be the same gender. The escort should stay outside the bathroom door or stall and escort the children back to the activity.
- If a child or vulnerable adult is taking longer than seems necessary, the escort should open the bathroom door and call the individual's name. If they require assistance, the escort should prop open the bathroom door and leave the stall door open while assisting them.
- If an individual with special needs requires assistance, the escort should prop open the stall door when assisting them.

- Children six and older who are able to use the bathroom without supervision will not require escorts.
- Two adult staff or volunteers will make random bathroom checks during programming hours.