BE AWARE
“Monitor your surroundings”
Proper supervision plays an important role in creating a safe environment for minors. Incidents can occur when children are alone or vulnerable.
Keep the following guidelines in mind when supervising minors:

- Campus is a public space! Be aware of who is in the area and how they are behaving
- Be aware of the physical environment and any dangers that may be present
- Take count of participants and know how many you are supervising
- Have contact information for your supervisor and don’t be afraid to ask for help

“Monitor your behavior and the behavior of other adults”
You are responsible for managing your relationship with minors and staying within appropriate boundaries. Child predators consistently test boundaries in their interactions with minors in a process called “grooming.”
The following are examples of grooming behavior exhibited by child predators.

- They engage in a lot of physical play with minors, including tickling, wrestling, and “horseplay”
- They initiate inappropriate physical touch
- They “single-out” or pay special attention to a specific minor or small group
- They do special favors for, or give gifts to, a specific minor
- They put themselves in a position to be alone with a specific minor
- They encourage a minor to keep secrets from parents or guardians by saying things such as “this is just between the two of us”
- They exhibit or engage in violent behavior towards a minor

REPORT
“If you see something...say something”
If a situation makes you or the child uncomfortable, pick up the phone or talk to a supervisor. It’s your legal duty and it’s the right thing to do! Under Utah State Law “any person who has reason to believe that a child has been subjected to abuse or neglect” is designated a “Mandatory Reporter” (Utah Code Ann. 62A-4a-403)

YOU ARE REQUIRED TO REPORT:
1. Any Violation of the Code of Conduct
The Code of Conduct applies to you and to all adults interacting with minors. If you see something that is a violation of the Code of Conduct, you are required to report it.

2. If You Know or Suspect That a Minor is Suffering Abuse or Neglect
Regardless of who the culprit may be: a family member, teacher, religious leader, student, or coach, well-respected or not; regardless of where the abuse or neglect may be occurring: in the home, at the University, or elsewhere you are legally required to report.

WHO TO CALL WHEN YOU SUSPECT OR WITNESS ABUSE

<table>
<thead>
<tr>
<th>Situation</th>
<th>Step 1</th>
<th>Step 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Witness Abuse or Immediate Harm</td>
<td>911 or Local Law Enforcement</td>
<td>University Incident Report Office of Equal Opportunity 801.581.8365</td>
</tr>
<tr>
<td>Suspected Abuse</td>
<td>DOFS Hotline 1.855.323.3237</td>
<td>Office of Equal Opportunity 801.581.8365</td>
</tr>
<tr>
<td>Violation of University Policy or the Code of Conduct</td>
<td>Office of Equal Opportunity 801.581.8365</td>
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CODE OF CONDUCT

These guidelines are not just for the protection of minors, but also for the protection of staff or volunteers. They prevent adults from being in a situation where their behavior may be called into question or a situation where they could be subject to a false allegation.

Remember that keeping children safe is always the number one priority!

EXPECTATIONS

- Be a positive role model, conduct yourself in a respectful, honest, and caring manner
- Consult with colleagues or supervisors if uncertain about a situation
- Immediately report anything suspicious or alarming to the proper person or authority
- Be transparent in all of your interactions with minors.

INAPPROPRIATE CONDUCT

- Do not:
  - Engage in abusive conduct towards a minor or in front of a minor towards others
  - Possess or use alcohol or drugs while on duty
  - Leave a minor under the supervision of an unauthorized person
  - Engage in any sexual activity or misconduct with or in front of a minor. This includes jokes, comments, conversations, etc.
  - Physically touch a minor in a manner prohibited by law or a reasonable person would interpret as inappropriate
  - Give gifts to a minor OR receive gifts from a minor

ONE ON ONE INTERACTION

Never be alone with a minor in any circumstance, including:

- Meeting in a private location
- Transporting in a vehicle
- Meeting behind closed doors

OUTSIDE COMMUNICATION

Do not:

- Communicate electronically with a minor, including: email, text, or social network
- Meet with a minor outside of the scheduled program times
- Invite a minor to a private location or engage in an overnight visit
- Transport a minor for personal reasons

WILL BE ABUSED BEFORE THE AGE OF 18

1 IN 6 BOYS
1 IN 4 GIRLS

SOURCE: Centers for Disease Control and Prevention, Kaiser Permanente. The ACE Study Survey Data (Unpublished Data), Atlanta, Georgia U.S. Department of Health and Human Services, Centers for Disease Control and Prevention; 2016.

SOURCE

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1 IN 4 GIRLS

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SOURCE

UNIVERSITY POLICY 1015

Safety of Minors Participating in University Programs or Programs held on university premises.

University policy requires that you report any violation of the Code of Conduct to a supervisor and the Office of Equal Opportunity (see “Report” section on the back of this brochure for more information).