

# Basic Volunteer STEPS For non-YEX YPP Certification

- Review the course material here
- Complete and pass the [online quiz](#)  
OK to repeat as many times as needed to pass
- Complete the [app](#) at bottom of page for certification
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**Rotary**



District 5160

District 5160

# Youth Protection Training





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1. Introduction & Definitions
2. Sexual abuse & harassment training
3. How to avoid sexual abuse and harassment
4. Two Deep methodology
5. Summary: How to keep youth safe
6. Rotary screening procedures
7. Reporting and responding to abuse and harassment

# Section 1: Introduction & Definitions



# Purpose

- This self-study training is for **all** Rotarians and other adult volunteers working with youth in Rotary Youth Programs
- This program provides information on the best ways to keep youth and adults safe while involved in Rotary programs and activities
- This tutorial, along with test results, provides training documentation for D5160 Rotarians
- District 5160 **Youth Exchange program** uses other training material and methods to meet detailed Department of State requirements.
- This training program is used **for all other D5160 youth programs**

# Credits



- The information in this program is based on “Youth Protection Awareness” by Michael Cloutier and Dennis White for the North American Youth Exchange Network
- The program material “Two Deep” is adapted from training used by the Boy Scouts of America



# Definition of Youth

- Throughout this training many terms will be used interchangeably to mean “youth”:
- Students
- Youth
- Children
- Teenagers
- Young People

# Volunteers

- ▶ Who is a volunteer?
  - ▶ Any adult involved with Rotary Youth Program activities who has direct interactions, either supervised or unsupervised, with students is considered a volunteer.
- ▶ Volunteers include, among others:
  - ▶ Club and District New Generations/Youth Program officers and committee members
  - ▶ Youth Exchange and RYLA counselors
  - ▶ Host parents and other adult members of the host home, including siblings and other family members.
  - ▶ Individual Rotary Districts and Clubs may also have more specific definitions of what constitutes a volunteer. Please contact your local district or club for more specific information.

# Statement of Conduct for Working with Youth

- *“Rotary International strives to maintain a safe environment for all youth who participate in Rotary activities. To the best of their ability, Rotarians, Rotarians’ spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse.”*
- Adopted November 2006

# Discriminatory Harassment

- Any harassment based on discrimination, such as age, gender, sexual orientation, race, religion, or disability is ***unacceptable*** in Rotary programs.

# Keeping Youth Safe

- Keeping youth safe is accomplished by:
  - Completing training programs such as this one
  - Creating a positive environment where expression and discussion is encouraged, and offensive behavior is not tolerated
  - Using Rotary's screening methods for volunteers
  - Adopting the "two deep" methodology
  - Use "How, what, when, where, who" methods
- This training material will explain each of these

# Section 2:

# Sexual Abuse & Harassment Training

# Abuse and Harassment

- ▶ Abuse and harassment happen
- ▶ No organization is invulnerable
- ▶ Rotary takes youth protection very seriously
- ▶ Any abuse or harassment is unacceptable
- ▶ Rotary supports a  
“**Zero Tolerance**” policy

# Sexual Abuse

- ▶ Sexual abuse refers to engaging in implicit and/or explicit sexual acts with a youth or forcing or encouraging a youth to engage in such acts alone or with anyone else, regardless of gender or age
- ▶ Sexual abuse may also include non-touching activities, such as:
  - ▶ Voyeurism
  - ▶ Indecent Exposure
  - ▶ Photographing a young person while nude or partially nude, or in provocative poses
  - ▶ Exposing a student to sexual or pornographic content, material or innuendo



# Sexual Harassment

- ▶ Sexual harassment consists of unwelcome visual, verbal or physical conduct of a sexual nature
  - ▶ It can also occur when a person in authority demands sexual favors or subjects a child/youth to sexual conduct that creates an offensive, hostile, or intimidating environment
  - ▶ Sexual harassment, in most cases, is illegal



# Is it important to know the difference?

- ▶ For purposes of protecting students, and for reporting suspected abuse or harassment, it is not necessary to determine which is which
- ▶ Both sexual abuse and harassment are unacceptable and **must be** reported to authorities within the District's Rotary Youth Programs
- ▶ The responsible District Rotary Youth Program official will report allegations to legal authorities



# Signs and Symptoms of Abuse and Harassment

- Extreme activity or withdrawal
- Displays of low self esteem
- Expressing general feelings of shame
- Fear, particularly toward certain individuals
- Declining school performance
- Eating disorders
- Insomnia
- Irritability or angry outbursts
- Difficulty concentrating



# Signs and Symptoms of Abuse and Harassment

- Avoidance of people, places and things that might remind one of an abusive incident
- Anxiety or Depression
- Nightmares
- Headache, gastrointestinal distress, or abdominal, back, or pelvic pain
- Suicidal thoughts
- Involvement with drugs or alcohol
- Aggressive/risk-taking behavior or antisocial behavior



# Sexual Abuse and Harassment are Behaviors

- Sexual abuse and harassment are behaviors
  - Adults are responsible for their own behavior and for its consequences
- Will this course change behavior?
  - We need more than knowledge to change behavior
  - The balance of risks and rewards is heavily stacked toward offenders

# How Common is Sexual Abuse/Harassment?

- Sexual harassment is common throughout workplaces, school campuses and communities, in all occupations and professions, educational backgrounds, grade levels, ages, racial and ethnic groups, and income levels
- While the majority of reported cases of sexual harassment involve a male harassing a female, such cases can also involve a female harassing a male, or either men or women harassing members of their own gender

# More Facts

- Young people often fail to report sexual abuse
  - **Especially true in Youth Exchange**
- Child abuse is often under-reported
- Many victims don't report until they are adults
- Fewer than **4%** of sexual abuse allegations prove to be false
- Children tend to minimize and deny abuse
- Child sex offenders seek opportunities for access to children

# More Facts

- ▶ **1 in 10** young people will be affected at some time
- ▶ **2/3** of all sexual abuse happens to children under the age of 18
- ▶ Students of all ages, races, and income levels are at risk
- ▶ Nearly **90%** of the time the student knows the abuser
- ▶ Most women know their perpetrator
- ▶ **30% to 50%** of offenders are under age 18
- ▶ In most countries, sexual assault is the most under-reported crime

# Who Are Sexual Offenders?

- ▶ The field of sexual child abuse often involves pedophiles. Pedophiles are a certain type of predator who are attracted to sexual activity with pre-pubescent children. It is a serious, and largely untreatable disorder.
- ▶ Sexual offenders in Youth Exchange, RYLA and Interact are unlikely to be pedophiles because youth exchange students have reached puberty. Potential offenders are, however, predators who seek opportunities for sexual activity where they should not.
- ▶ Most sexual offenders in Rotary Youth Programs will not have a criminal background and are likely to be first time offenders. They are generally otherwise law-abiding citizens.
- ▶ They will often be deterred from seeking inappropriate contact with students by means of Rotary's preventive policies and procedures.

# Hostile Environment

- ▶ In legal terminology regarding sexual harassment in an employment or educational setting, a hostile environment is one in which unwelcome conduct of a sexual nature creates an intimidating, offensive or disruptive work or school environment for one or more individuals. Examples of this conduct may include sexually explicit talk or emails, sexually explicit images, comments on physical attributes or inappropriate touching.
- ▶ These same principles may apply in settings in the home or in the community where an Interact or Youth Exchange student may spend time. It is important to understand this concept. It means that even mild instances of sexual content – in talk, print, video, TV, and so on – even if not significant individually, may create a harassing environment where there is a pattern of such activities.

# Hostile Environment

- The following example could be construed as hostile-school-environment sexual harassment:
  - Mandy has a habit of leaning in close to Rachel and brushing hand against her thighs when they are working on a group assignment or in lab. Rachel has brushed her away and asked her to stop several times, but Mandy continues to annoy her.
  - Mandy and Rachel are peers, so this behavior may be considered hostile environment sexual harassment. Remember, however, that if the offender is an adult and the target is a minor, the behavior could be an example of sexual abuse.

# Sexual Harassment/Abuse may take many forms

## ➤ Verbal

- Derogatory comments of a sexual nature or comments based on gender
- Personal comments about a body or attractiveness
- Sexual or gender based jokes or teasing
- Requests for sexual favors
- Requests to a minor for dates or for inappropriate time alone with the adult
- Sexual innuendoes and stories
- Grunts, whistles, catcalls, hoots, sucking noises, lip-smacks and animal noises

# Sexual Harassment/Abuse may take many forms

- Verbal
  - Tales of one's partner's inadequacies or prowess
  - Tales of sexual exploitation
  - Graphic descriptions of pornography or sexual fantasies
  - Obscene phone calls or emails
  - Transmission of emails, text messages, tweets, blogs or social networking of a sexually graphic, threatening or vulgar nature
  - Lies or rumors about a person's personal sex life



# Sexual Harassment/Abuse may take many forms

- Non-Verbal
  - Staring
  - Eyes wandering over a person's body
  - Making derogatory gestures of a sexual nature
  - Giving sexually suggestive looks
  - Making facial expressions of a sexual nature: winking, licking lips

# Sexual Harassment/Abuse may take many forms

## ➤ Visual

- Posters, cartoons, drawings, calendars, and photos of a sexual nature
- Computer graphics of a sexual nature
- Digital images depicting nudity, sexuality or sexual activity sent by computer, phone, or social media
- Inappropriate, sexually expressive or revealing clothing
- Pornographic publications, videos, TV, movies or other displays
- Sexual toys and any other objects of a sexual nature





# Sexual Harassment/Abuse may take many forms

## ➤ Physical

- Leaning over or into someone's personal space or comfort zone (often defined by one's culture)
- Inappropriately or frequently touching a person or person's clothing
- Brushing against sexual parts of the body, including breasts
- Indecent exposure, mooning or flashing
- Blocking someone's path

# Sexual Harassment/Abuse may take many forms

- Physical
  - Uninvited massaging
  - Touching of a deliberately sexual nature
  - Pressing or rubbing up against a person
  - Stalking
  - Grabbing, holding or otherwise inhibiting freedom of movement
  - Kissing, hugging, patting, stroking, pinching
  - Actual or attempted sexual assault



# Different Perspectives

Background and context often determine how behavior is received. This is particularly important in Rotary programs since cultural diversity is encouraged. Factors involving how behavior is received include:

- Gender
- Countries
- Cultures
- Age
- Religion
- Personal Values

# The Myth of Intent

- ▶ Behavior is defined by those who receive it, **not** by those who send it
- ▶ Abuse and harassment are defined by the recipient alone
- ▶ **Your intent is not relevant**
  - ▶ Is the behavior offensive to the individual?
  - ▶ Is the behavior appropriate with a minor?
- ▶ “I didn’t mean anything by it” is **not** a valid defense

# The Myth of Intent --

## Example

- ▶ Joey loves to tell funny jokes to friends and classmates
- ▶ Megan looks offended and moves away hurriedly
- ▶ Joey didn't mean any harm, but what one person may intend as genuine friendship (even if in a clumsy way) may be perceived quite differently by another

# Abuse of Power or Trust

- ▶ Without any intention, behavior from people perceived as being authority figures is often more powerful than from others to young people
- ▶ Examples of authority figures include:
  - ▶ Host Family friends
  - ▶ Neighbors
  - ▶ Coaches
  - ▶ Tutors
  - ▶ Clergy
  - ▶ School officials
  - ▶ Rotarians
  - ▶ Emergency responders

# Peer to Peer Harassment

- Sexual harassment often involves persons of unequal authority or age, but it can occur between students or faculty; between co-workers; to a child from an older child and among other peers.
- Peer-to-peer harassment, such as may happen students or friends, is usually not difficult to stop. Directly and clearly requesting the offender to stop the behavior is often effective, and students may feel comfortable handling these situations themselves. If the request to the offender does not stop the behavior, the next step for the student is to ask a trusted adult to intervene.
- Once aware of the situation, any adult with a Rotary activity **is obligated to report the incident.**



# Third Party Harassment

- ▶ Persons affected by sexual language or behavior may not be direct participants or targets of the behavior
- ▶ You are a third party recipient when you observe or hear inappropriate or offensive materials
- ▶ Young people involved in Rotary Youth programs are not always in an entirely free and voluntary environment
- ▶ As a third party recipient you have an immediate opportunity to respond and stop the behavior or intervene before a situation or event becomes worse

Section 3:  
How to prevent  
and avoid  
abuse,  
harassment,  
and offensive  
behavior

# Avoiding Offensive Behavior

- ▶ How can you know in advance if behavior will be unwelcome or offensive? Here are some general guidelines to avoid engaging in unwelcome behavior:
  - ▶ Respect everyone around you
  - ▶ Think before acting
  - ▶ Imagine how other people might be feeling
  - ▶ Be sensitive to diverse perspectives, cultural differences and language variations
  - ▶ Exercise common courtesy and respect
  - ▶ Think twice before making a joke

# Avoiding Offensive Behavior

- ▶ **Some questions to ask yourself are:**
  - ▶ How would I feel if I were being treated this way?
  - ▶ Would my child, spouse, relative or friend like to be treated this way?
  - ▶ Would I like my behavior posted on the Internet?
  - ▶ Could my behavior be offensive, hurtful or threatening?
  - ▶ Could someone misinterpret my behavior as intentionally harmful or threatening, when that is not my intent?
  - ▶ If you are unsure if something might be welcome, don't do it. Always keep in mind the impact of your words or actions on the other person.



# Create A Positive Environment

- ▶ Shifting from vigilance to proactive methods encourages positive behavior in youth and send a message that we value them and their feelings
- ▶ Discussing behavior and feelings, especially about offensive materials, is often hard to do and is not common
- ▶ Foster a positive environment by encouraging conversation and sharing about the pain of offensive jokes, comments, and experiences
- ▶ Discuss this training material in group meetings, share it and make it broadly available
- ▶ Include this as a program annually in club meetings
- ▶ Facilitate discussions with youth and ask them to express their feelings about behavior
- ▶ Let students know that you won't tolerate offensive behavior and encourage them to talk to you when they experience it

# Section 4:

## Two Deep Methodology



# DEFINITION

- “Two Deep” means that one adult will never be alone with a minor.
- There will always be either:
  - At least 2 adults with a single minorOr
  - At least 2 minors with a single adult

# Student Travel

- “Two Deep” methods are the most effective methods to ensure safe travel for students with adults
- Avoiding one on one interactions in general is the best youth safety policy; groups are always safer for students
- Clubs and individuals should encourage or require two deep travel for youth activities



# Section 5:

How you can  
keep youth safe

# Keep Them Safe

- ▶ Use “How, what, when, where, who” to investigate and approve teen plans
  - ▶ Contact parents of other families a student will be travelling, spending time, or staying with (eg sleepovers)
  - ▶ Help youth understand the need for you to know and approve of where they are going and with whom
  - ▶ Encourage or require “Two Deep” methods for travel with adults
  - ▶ Volunteers and Guardians (travel or hosts) are expected and responsible to ensure the safety of all youth by requiring approval of travel and activity plans in advance

# Keep Them Safe

- ▶ Use “Two Deep” methods for travel as much as possible
  - ▶ This includes rides home from school, to and from activities, and Rotary functions
- ▶ Use “Two Deep” methods for electronic and social media as much as possible to avoid private messages.
  - ▶ Always copy another adult when sending an email or text or social message to a minor
  - ▶ Advise minors to copy another person when sending a email text or social message to an adult.
- ▶ Consider and encourage using Rotary’s additional screening methods for Volunteers
  - ▶ See next section



Section 6:

# Rotary Screening Procedures

# Screening Procedures

- Screening procedures alone rarely detect potential abusers
- Proactive behavior by guardians is far more effective
- If you or your club want Volunteers screened more thoroughly, contact the District Abuse Prevention Officer for information
- The following slide identifies some of the screening that Rotary uses or offers



# Youth Protection in Rotary Youth Programs

- ▶ This course is one of a number that are intended to protect the young people in Rotary Youth Programs from sexual and other abuse and harassment
- ▶ Below are some of the measures in Rotary Policies and Procedures intended to prevent such abuses:
- ▶ **For all youth programs:**
  - ▶ Volunteer Agreement Form
  - ▶ Training and orientation
  - ▶ Background checks
  - ▶ Reference checks
  - ▶ Personal interviews
  - ▶ Zero tolerance policy
- ▶ **For Youth Exchange:**
  - ▶ Rotarian Counselors
  - ▶ Counselor not a host family member
  - ▶ Written application
  - ▶ Multiple home visits
  - ▶ Multiple host families
  - ▶ All members present during home visits

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# Section 7: Reporting Abuse

- See-it
- Hear-it
- Report-it



# Sexual Abuse

- Treat sexual abuse as the crime that it is
- Contact police and other emergency service providers immediately by calling 911
- Seek immediate medical care if needed
- Remove the student from any abusive situation
- Report the abuse to the Rotary Youth Protection Officer and other appropriate Rotary leaders after contacting emergency personnel



# Receiving a Report of Harassment or Abuse

➤ If you are the first adult volunteer to whom a student comes with a report of abuse or harassment, follow these guidelines:

- 1. Listen attentively and stay calm**
- 2. Assure privacy but not confidentiality**
- 3. Get the facts, but don't interrogate**
- 4. Be non-judgmental and reassure the young person**
- 5. Keep a written record of the conversation**
- 6. Ensure the safety and well-being of the minor**
- 7. Do not, under any circumstances, attempt to contact the alleged offender**

# Confidentiality

- ▶ We can assure **privacy, but not confidentiality**
  - ▶ Some people “need to know”
  - ▶ Interviews of those involved
  - ▶ Possible law enforcement involvement

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# You Protection Begins with

