

Rotary International District 6000 (D6000)
Youth Protection Policy
District Board Approved
Effective July 16, 2026

1. Statement of Conduct for Working With Youth

The district strives to create and 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 encounter and protect them from physical, sexual, and psychological abuse.

2. Definitions:

Volunteer — Any adult involved with Rotary youth activities who interacts directly with youth, whether supervised or unsupervised.

Rotary volunteers include:

- District Leadership: defined as the District Governor, District Governor Elect and District Governor Nominee
- Club and district youth program officers and committee members.
- Rotary member and non-member counselors.
- Members and nonmembers and their spouses and partners who work with students during activities or outings or who transport students to events.
- Youth Exchange host parents and other adult residents of the host home, including host siblings and other family members.
- *NOTE: See attached appendix A: Volunteer roles and related role descriptions.*

Youth program participant — Anyone who participates in a Rotary youth program, regardless of age.

3. Legal Entity and Liability Insurance

This entity "Rotary International District 6000, Inc. (Iowa business number 339691) was formed under the laws of the state of Iowa on January 10th, 2007, and is valid at this time (hereinafter "D6000").

D6000 is an insured under the U.S. Club & District Liability Insurance Program ("Program"). The Program general liability policy protects D6000 from third-party claims and lawsuits alleging negligence by the organization, its employees, or its volunteers.

4. Club Compliance

The D6000 District Governor is responsible for supervising, controlling and hosting all youth activities in the district, including those associated with Rotary Youth Exchange,

Rotary Youth Leadership Awards (RYLA), and Interact. D6000 will monitor all participating clubs and ensure that they comply with youth protection and Rotary Youth Exchange certification requirements as directed by Rotary International, applicable law, rule and regulation with communication compliance communicated to the District Governor as needed or requested.

All clubs that participate in Rotary Youth Exchange must provide the district with a copy of the following for review and approval:

- A signed compliance statement that the club is operating its program in accordance with district and Rotary International (RI) policies.
- Confirmation that volunteers will be prohibited from contact with program participants until a written application, interview, reference check, and criminal background check have been conducted and clearance for unsupervised contact with program participants has been issued.
- All club materials that advertise the Youth Exchange program, to include brochures, applications, policies, and websites.
- Any club youth protection training materials.

5. Volunteer Selection and Screening (see Appendix A)

RI and D6000 will not tolerate any form of abuse or harassment.

All Rotary members and non-member volunteers who are interested in working with youth program participants must meet RI and district eligibility requirements. RI and D6000 prohibits the membership and participation of any Rotarian or non-Rotary volunteer who has admitted to, been convicted of, or otherwise been known to have engaged in sexual abuse or sexual harassment or other act that violates the accepted standard of behavior in the community.

D6000 will maintain confidential records of individuals prohibited from contact with youth and make sure that these prohibitions are implemented consistently throughout the district from year to year to the extent that D6000 is aware of any given records.

People who are prohibited from working with youth also may not serve D6000 in any youth-oriented role including but not limited to District Governor, Interact chair, Interact club adviser, district RYLA chair, district Youth Exchange chair, district youth protection officer, or in any other locally appointed club or district role in which they might have contact with youth.

If a person is accused of sexual abuse or harassment and law enforcement's investigation is inconclusive, or if law enforcement declines to investigate, additional safeguards are necessary to protect any youth program participants with whom the accused might have future contact, as well as the accused. A person who has been

cleared of charges may apply to continue as a youth program volunteer. Such reinstatement is not a right, and reinstatement to a former position is not guaranteed.

All Rotary member and non-member Youth Exchange volunteers who have direct, unsupervised contact with program participants must:

- Complete a volunteer application form.
- Undergo a criminal background check (subject to local/state laws and practices).
- Be interviewed, preferably in person
- For Youth Exchange host families, the interview determines suitability. It should demonstrate:
 - Commitment to the safety and security of students.
 - Appropriate motives for hosting a student consistent with Rotary's ideals of international understanding and cultural exchange.
 - Financial ability to provide adequate accommodations (room and board) for the student.
 - Ability to provide appropriate supervision and parental responsibility that ensures the student's well-being.
- Provide a list of personal references (minimum of three and their contact information (references may not include family members and no more than one Rotary member).
- Comply with RI and D6000 guidelines for the Youth Exchange program.
- Youth Exchange host families must also:
 - Undergo announced and unannounced home visits both before and during the placement.
- Home visits must be conducted during each year when the family participates, even for repeat host families.

Note: All adult residents of the host home must meet all selection and screening guidelines. This includes adult children of the host family and other members of the extended family or household staff who are full-time or part-time residents of the home.

Youth Exchange students must be appointed a Rotary counselor who meets the criteria for all volunteers. Also:

- A counselor must not hold a role of authority over the student's exchange (for example, a member of a student's host family, school principal, club president, or district or club Youth Exchange officer).
- Counselors must be able to respond to any problems or concerns that may arise, including instances of physical, sexual, or psychological abuse or harassment

6. Participant Selection and Screening

All students who are interested in the D6000 Youth Exchange program must meet district guidelines and

- Complete a written application,
- Be interviewed by the sending club and/or district,

- Attend and participate in all required club and district orientation and training sessions.
- All parents or legal guardians of Youth Exchange participants must also be interviewed at the club or district level to determine the student's suitability to participate in the program.

7. Training

The district and its clubs will provide youth protection training and information on youth programs. The "youth services team" (See attached organizational chart on district website) will conduct the training sessions.

The D6000 Youth Exchange program must provide youth protection training and information to all students and volunteers.

D6000 will conduct the training sessions. The district will:

- Adapt RI's current version of the Youth Protection Guide to reflect district guidelines, information on local customs and culture, and legal requirements.
- Develop a schedule that specifies who will be trained, how often, and in what formats.
- Conduct specialized training for those involved in Youth Exchange including but not limited to
 - DG Line
 - District governor, District governor elect, District governor nominee
 - District Youth Exchange Officer and committee members,
 - Club Youth Exchange officer and committee members,
 - Rotary counselors,
 - Other Rotary members and nonmembers who participate in Youth Exchange activities, such as local tours or district events
 - Host families,
 - Students (outbound and inbound)
- Maintain records of participation

8. Responding to Allegations

The district takes all allegations of abuse or harassment seriously and will handle them in accordance with the district's Abuse and Harassment Allegation Reporting Guidelines (appendix B).

D6000 will cooperate with all law enforcement agencies, child protective services, and legal investigations.

The district shall appoint a youth protection officer to advise it and its clubs on abuse and harassment prevention and to help manage risks and any crises that affect the

safety of youth. The youth protection officer should have professional experience in counseling, social work, law, law enforcement, or child development, and may or may not be a Rotary member.

The district should develop a crisis management plan as outlined in the RI publication "Rotary's Youth Protection Guide".

9. Travel by Youth

Youth travel outside of the State of Iowa must comply with RI and D6000 youth protection policies.

For all youth travel sponsored by D6000 or its clubs, before departure, the host district must:

- Obtain written permission from the parents or legal guardians of all youth program participants,
- Give parents or legal guardians details about the travel, including locations, accommodations, itineraries, and the organizer's contact information,
- Recommended but not required: when traveling inside and outside the State of Iowa verify that program participants have adequate insurance, including benefits for medical service, emergency medical evacuation, repatriation of remains, and legal liability in amounts satisfactory to the club or D6000 that is organizing the activity or event, with coverage from the participants' departure until their return,
- In addition, for Youth Exchange travel outside of students' host communities or that is not customarily a part of the exchange program, either with their host families or to attend Rotary events, the host district shall receive authorization from the sending district (D6000) in advance.

10. District Youth Exchange Administration

The district Youth Exchange program, in collaboration with participating clubs, must also:

- Confirm that all inbound students have at least the minimum insurance that is required by the current Rotary Code of Policies (Because the host district must be able to arrange immediate and emergency medical attention when it is needed, it must be satisfied that the student's coverage is adequate),
- Store participant and volunteer records using the South Central Rotary Youth Exchange, Inc. (SCRYE) as required by applicable Federal and State law rule or regulation and as required by Rotary International, unless required for longer periods in accordance with all applicable privacy laws,
- Provide each student with a list of local services (rape and suicide crisis hotlines; alcohol and drug awareness programs; relevant law enforcement agencies; Lesbian, Gay, Bisexual, Transgender, Queer services; etc.). This list must also include the following contacts:

- For inbound students: D6000 Rotary counselor, D6000 local club president, D6000 Youth Exchange chair, D6000 District Governor, and at least two nonmember resource people (one male and one female) who are not related to each other and do not have close ties to the host families or the Rotary counselor and who can help the students with any problems,
- For outbound students: sending D6000 Rotary outbound coordinator, D6000 sending club president, D6000 Youth Exchange chair, sending District Governor.
- Complete an annual survey as required reporting on program activity for RI.
- Provide contact phone numbers, email addresses and other applicable communication platforms to students.
- Report all incidents (including abuse or harassment allegations, accidents, crimes, early returns, and death) that involve Youth Exchange students to RI staff (youthprotection@rotary.org) within 72 hours of learning of the incident
- Prohibit any unauthorized exchange activity, such as sending a student on exchange outside of the Rotary Youth Exchange program or outside of the district certification structure.
- Develop contingency hosting plans that list prescreened families. Establish the criteria and procedures for removing a student from the host family. Arrange for temporary contingent housing in advance.
- Ensure that all hosting is voluntary. Parents of outbound students and club members must not be required to host inbound students as a condition of sending students on an exchange.
- Have long-term program participants stay with multiple host families, if possible. It is recommended that they be placed with three host families during their exchange. If circumstances prevent multiple host family placements, the sending and the host district must agree and must inform the student's parent or legal guardian in advance. At least one backup host family must be available.
- Request a monthly report from each inbound and outbound program participant that includes information on their current hosts, feelings, concerns, ideas, and suggestions. The district Youth Exchange committee can review the reports and assist program participants as needed.

Approval

Rotary International District 6000 Board of Directors: July 15, 2026

Youth Protection Officers:

2026—2027: Marie Pipes.

Youth Services Advisor:

2026—2027: Chris Knapp



Bill Bruce, District Governor



Date

D6000 Youth Protection Policy Appendix A:
Youth Services Volunteer roles and related role descriptions.

NOTE: See section 5. Volunteer Selection and Screening above for initial list.

NOTE: This list is not exhaustive and may include other Rotarians related to a district function, program and/or club function/program.

District Governor

- District Governor (with support from the District Governors Elect and Nominee as directed).
 - District Governor The district governor is responsible for the supervision and control of district programs, including all youth programs and activities. District chairs and other volunteers are supervised by their governors and report to them. Given the sensitive nature of youth programs, governors are required to complete youth protection training as determined by Rotary's general secretary. They are also encouraged to use the time before they take office to learn as much as possible about the programs their districts participate in.
- The District Governor is responsible for:
 - Ensuring that the district has a youth protection policy that complies with the Rotary Code of Policies for all youth programs, including Rotary Youth Exchange, and having a local legal professional check that they comply with local laws.
 - Working with district committees to make sure that the policy is followed throughout the district and that all abuse or harassment allegations and other crises are handled appropriately.
 - If necessary, intervening to administer youth programs, even if those responsibilities had been delegated to other district and club officers.
 - Establishing a committee or process to closely review behavior, legal charges, and convictions that, even if they are not directly related to a youth protection violation, might otherwise disqualify a volunteer from working with young people
- Youth Services Advisor and Program Chairs

Each year, the district governor should appoint or reappoint a chair for each youth program the district participates in. A program chair monitors and directs program activity at the club and district levels and serves as a resource and contact person for clubs. One person can serve as chair for multiple years; however, having an effective succession plan is key to consistent program management. Current District Program Chairs include:

- District Club Advisor
- Youth Exchange Chair (Inbound & Outbound)

- Interact Chair
- RYLA Chair

A district youth program chair should:

- Know all RI and district youth protection policies and program operations and ensure that district and club programs meet all policy requirements and that policies and program operational documentation is regularly reviewed and updated with the district as needed.
- Assist with club training, participant screening and selection, program logistics, and risk management.
- Develop an effective support system for youth, encouraging them to report and cope effectively with challenges.
- Communicate with national and international contacts about program challenges and successes and serve as a liaison between clubs.
- Coordinate with the district youth protection officer (or governor) to respond immediately and thoroughly to all allegations of abuse, harassment, or other crises.
- Keep the district governor informed about youth program activities.

Youth Protection Officer(s)

The District Governor shall appoint youth protection officer(s) as needed to foster safe operations across all youth programs. The officer should be a resource on abuse, harassment, and other risks and crises. This person should have professional experience in counseling, social work, law, law enforcement, or child development. A youth protection officer should:

- Monitor changes in national and local laws related to youth protection to keep district policies and procedures up to date, as well as any changes in RI policies, and tell the governor and district program chairs about them.
- Work with the district and clubs to inform all Rotary members of their youth protection obligations.
- Confirm that appropriate screening measures are used for all youth programs, in compliance with Rotary policies and local laws.
- Direct the selection of Rotary member and non-member volunteers and make sure that volunteer screening is documented appropriately.
- Ensure that appropriate training is provided to Rotary members, other volunteers, and youth program participants and their parents.
- Oversee the proper handling of allegations, harassment, or other crises, and protect the interests of all who are involved.
- Work with the district governor to maintain confidential records of all allegations of abuse, harassment, or other crises and all people who are prohibited from working with youth, as RI policy requires.
- Make sure those prohibitions are applied each year, even as leaders change

- *NOTE: Sometimes the unexpected happens: a serious earthquake, a train collision, an act of terrorism, civil unrest, or an act of violence in a school. A youth protection officer should consider what the district would do in one of these emergencies and how it could best keep program participants safe and all necessary parties, including participants' parents or legal guardians, notified.*

Rotary Youth Exchange

Pursuant to Rotary Youth Exchange policies and procedures as further established in the most current Rotary International Handbook assure that all participants are fully vetted and qualified for their respective roles including:

- Host Family:
 - *Reference: Rotary International Handbook.*
- Local Coordinator:
 - *Reference: Rotary International Handbook*
 - *Applicable Department of State rules and regulations.*

Youth roles include but are not limited to:

- Youth Counselor:
 - *Reference: Rotary International Handbook.*
- Youth Exchange Committee members:
 - *Reference: Rotary International Handbook.*
- Club youth exchange officer:
 - *Reference: Rotary International Handbook.*
 - District Policy:
 - Applies to any designated club Rotarian
 - Reference:
 - *District Youth Exchange policies and procedures.*
 - *Reference: Rotary International Handbook*
- Exchange Youth Protection Officer
 - Reference:
 - *District Youth Exchange policies and procedures*
 - *Rotary International Handbook*

RYLA

- Rotarian Volunteers: *District RYLA Handbook.*
- Team Leaders and support staff: *District RYLA Handbook.*
- D6000 RYLA Board: *District Policies & Procedures.*
- RYLA Youth Protection Officer: *District RYLA Board.*

Interact District Chair:

- District 6000 Leadership directory
 - District Interact Committee action team members
 - *Reference: District 6000 leadership directory.*
 - Rotary Club Liaison:

- Reference:

- *Rotary International Handbook.*
- *Rotary Interact Club Advisor (if part of the local club).*

Other Youth Programs and action teams/activities

- Xicotepec District 6000 International Service Project
 - Rotary District Coordinator
 - Other Action team staff as designated.
- District 6000 Club service projects and activities
 - Local projects that include youth from District 6000.
 - National projects that include youth from District 6000.
 - International projects that include youth from District 6000.
 - Others not herein identified.