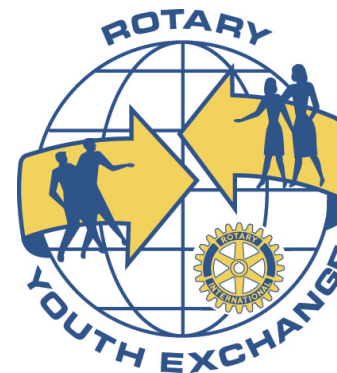




Rotary District 6330



Child and Youth Protection Policy Information and Training Resources

Commentary by Michele Parkin, District Youth Protection Officer (2010-2013)

Intended Audience

- District 6330 Club Board Members, Youth Protection Officers, Youth Exchange Officers and Youth Exchange Counselors
- District 6330 Rotarians involved in any Rotary programs serving children and youth

Presentation Content

- Rotary's Statement of Conduct for Working with Youth
- Why are child and youth protection measures important?
- Policy – Introduction and Link
- Policy – Overview
- Policy Highlights
 - District Commitments
 - Club Certification Requirements
 - Protection Measures
 - Training Commitments
 - Allegation Reporting Guidelines
 - Confidentiality and Privacy
 - Investigation Guidelines
 - Liability Insurance Access
- Training Resources

Rotary's Statement of Conduct for Working with Youth

Rotary International is committed to creating and maintaining the safest possible environment for all participants in Rotary activities. It is the duty of all Rotarians, Rotarians' spouses, partners, and other volunteers to safeguard to the best of their ability the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come into contact.

Why?

- Safety of Youth involved in Rotary Programs
- Protection of Club Members from Allegations
- Compliance with RI requirements
- Liability Protection: due diligence
- Legal Compliance: Reporting
- Consistent and Supportive Incident Management

D6330 Child and Youth Protection Policy - Introduction

The Policy is available for download from the District 6330 website at

<http://www.clubrunner.ca/Data/6330//HTML/147055//YouthProtectionPolicyD6330-2011.060711.Draft.pdf>)

Following a consultation process involving District 6330 District Assembly attendees (2011, 2012), District Youth Exchange Officers and Counselors (2011), and a compliance review with Rotary International, this policy was adopted at the 2012 District Conference, to be effective July 1, 2012.

D6330 Child and Youth Protection Policy - Overview

- Prevention, Response and Reporting Procedures
- Club Certification Requirements
- Club Compliance Agreements
- Volunteer Compliance Agreements
- District and Club Training Commitments

The Highlights

Section 4: District Commitments

- District Youth Protection Officer
- Monitoring Club compliance
- Incident and Investigation support
- Policy development and review

The Highlights

Section 5: Club Certification Requirements

- Club Youth Protection Officer (YEC/YEO)
- Compliance Agreement
- Youth Program Information
- Local Youth Protection Services List
- YPP Training Plan and Schedule

The Highlights

Section 6, 6.1, 6.2:

Protection Measures (General)

- Volunteer Interview, affidavit and YPP training
- Reference checking
- If one-on-one unsupervised, requires CBC
- Club to maintain records for 5 years
- Youth get “Not with Me” brochure and contact info for club YPO

The Highlights

Section 6, 6.1, 6.2, 6.3: Protection Measures for Rotary Youth Exchange

General requirements plus

- Host family: home visit and policy review and acknowledgement
- YEO/YEC: YPP training, policy review and acknowledgement, arms length from host family
- RYE Student gets contacts for YPO/YEC/YEO

The Highlights

Section 7: Training Commitments

- District
 - YPP Training Manual
 - Program Calendar
 - Club Training Reviews
 - YPP District level workshops
 - YPO/YEC/YEO
 - Inbound Students
 - Outbound students and their parents

The Highlights

Section 7: Training Commitments

- Club
 - Ensures attendance of YPO/YEC/YEO at District Workshops
 - Ensures host families and volunteers are trained in accordance with the policy
 - (see further information at end of presentation)
 - Ensure youth participants get training and information as required

The Highlights

Section 8: Allegation Reporting Guidelines

- Club reports all serious accidents/incidents and any allegations of abuse or harassment to District Governor (and if RYE student also to District RYE Chair/YPO)
- District reports to Rotary International

The Highlights

Section 9: Confidentiality and Privacy

- Allegations cannot be kept confidential
- Information is shared on a “need to know” basis
- District keeps a secure file

The Highlights

Section 10: Investigation Guidelines

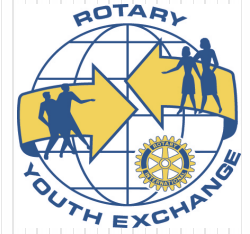
- District Committee will facilitate investigation
- Comply with all legal/law enforcement requirements
- Opportunity for submissions by Respondent

The Highlights

Section 11: Liability Insurance

Access

- District General Liability Insurance policy
 - Coverage for Rotary Clubs where an accusation of abuse/harassment is made in context of a Rotary sponsored activity



NAYEN Volunteer YPP Training (online)

- Definitions
- Best Practices for Recognition and Response
- Practice Scenarios
- Comprehension Testing

NAYEN Access Procedure

- NAYEN Administrator will register District designates for NAYEN District Administrator status
- District Administrator(s) will register those requiring training for NAYEN website access as follows:
 - Login as Administrator
 - From the “Volunteers” Screen, click on “Add Volunteer”
 - Enter the Volunteer’s name, email, and club
 - Click on “Save Volunteer”

Training and Examination Procedure

- Once registered as a Volunteer the NAYEN system will send an individualized link and password to the Volunteer.
- The Volunteer uses the web-link and logs on with the password. This can occur as many times as desired.
- The Volunteer reviews the introduction and tutorial (approx. 40 min.)
- The Volunteer may access other useful resources (flashcards, video, self-test scenarios, and supplementary attachments) to aid in their learning.
- When ready, the Volunteer takes a 20 question T/F test. Pass is 80%. The test may be repeated until a pass is achieved.
- Once a pass is achieved, the system automatically registers the passing score in the NAYEN system for the Club/District Administrator to confirm.

Next Steps for your Club

- Read and familiarize yourself with the policy
- Assess your Club's programs to determine what protection measures need to be in place to comply with the policy
- Ensure you have received District certification for your child/youth programs
- Ensure your Club YEO/YEC/YPO attend/participate in District training
- Have all of your child/youth volunteers comply with the relevant provisions in Section 6
- Provide your youth participants with the information required under 6.2
- Continue to Serve, well and safely

District Contacts (2012-2013)

- **District Governor Tom Robitaille**

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- **District Governor Elect Don Moore**

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- **District Youth Protection Officer Michele Parkin**

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- **District Youth Exchange Chair Claire Sherwin**

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Thank you!

Dedication and commitment to youth protection ensures the continuing good reputation and success of Rotary's youth programs