

Rotary Youth Protection Checklist

Updated 5/11/18

Group	Successfully Complete	How to complete	Date Complete
All Rotarians and other adult volunteers who have any contact with youth in a Rotary context	Online Youth Protection Awareness course 30 to 45 minutes	<ol style="list-style-type: none"> 1. Request unique link from District website http://yex.rotary5170.org/ave_youth/YPATraining.asp 2. Complete training and exam questions 3. Click Finish or Submit to be sure you get credit for the course 	
District Governor, Club Presidents, Youth Services Chairs, Youth Protection Officers, all Rotarians and adult volunteers with extensive contact/involvement working with youth in a Rotary context	Volunteer Affidavit (YSVA or VAF)	<ol style="list-style-type: none"> 1. Request unique link from District website http://yex.rotary5170.org/ave_youth/YSVA.asp 2. Complete the YSVA Form and Interview. NOTE: Please let your References know that they will also be receiving an email. 	
	LiveScan	Download files from District website** which give instructions and take printed copies of the fillable pdf to the provider of LiveScan service (fingerprinting and background check) Contact YPO or Certified Rotarian in your club for assistance	

** The District 5170 Youth Protection webpage has the LiveScan form and the instructions needed to complete it, as well as many other related documents: <http://www.clubrunner.ca/portal/SitePages/SitePage.aspx?accountid=50083&pid=77133>

Club Youth Protection Officers and Club Youth Services Chairs	Help Rotarians and adult volunteers to find the resources to complete the above checklist
	Rotarians can download the YSVA link for themselves from http://yex.rotary5170.org/ave_youth/YSVA.asp For all other adult volunteers, you can send them the link from the WESSEX database.