**POLICY STATEMENT FOR WORKING WITH YOUTH**

Rotary International and District 6420 do not tolerate any form of abuse or harassment. Rotary Code of Policies 2.120 requires that a Club must terminate the membership of any individual who admits to, is convicted of, or is otherwise known to have engaged in sexual abuse or harassment of youth or youth program participants. No person who has admitted to, been convicted of, or otherwise been known to have engaged in sexual abuse or sexual harassment shall be permitted to volunteer in Rotary youth activities.

Clubs conducting Rotary youth activities shall implement the following selection and screening procedures for all Rotarians and other volunteers who might be involved in any of the situations described in Part 2:

1. Interview applicants. Explore their background and experience working with youth. Ascertain that they have not admitted to, been convicted of, or are otherwise known to have engaged in sexual abuse or harassment of youth.

2. Confirm their identity via review of a driver’s license or other official form of photo identification such as a military ID card or a passport.

3. Complete an annual criminal background check (paid for by District 6420).

**Background check process:**

1. Based on review of the official photo identification, submit the applicant’s full name (first name, middle name, and last name including generational designation such as Jr., Sr., I, II III, IV, etc.), date of birth, and email address to the District 6420 Background Check Coordinator.

2. The background check company (InCheck) will send the youth program volunteer applicant an automated email that provides easy to understand instructions for them to follow.

3. Once the background check is completed, the District 6420 Background Check Coordinator will notify the Club President of the outcome