YOUTH SAFETY POLICY

Protecting Youth, Staff and Volunteers
OVERVIEW

• Began September 2012 at the University of Nebraska-Lincoln (UNL)

• Policy can be found online at: https://bf.unl.edu/policies/youth-activity-safety

• Applies to all activities sponsored by Nebraska and all activities held on Nebraska property

• New additions:
  – Registration form
  – Incident form
DEFINITIONS

**Youth** –
Any person under the age of 19 excluding full- and part-time Nebraska students.

**Youth Activity** –
Any learning environment, activity, clinic, or conference sponsored by and/or held on property owned and/or controlled by the Nebraska that includes close interactions with youth, with or without parental supervision/oversight. This includes visits by youth staying overnight for University activities.
DEFINITIONS

**Activity Worker** –
Includes directors, coaches, assistant coaches, trainers, student assistants, staff, faculty, counselors, chaperones, officials, referees or teachers and any other adult or student acting as a supervisor/mentor/worker in a paid, unpaid or volunteer status.

**Sponsoring Organization** -
Any person, business or organization supporting an event, activity or organization by providing financial support to the activity and accepting liability for such event, activity or organization.
NEW REQUIREMENT EFFECTIVE FEBRUARY 1, 2015

A Youth Activity Registration Form must be *completed and approved* prior to the Activity. Failure to adhere to this new requirement will result in the Activity being canceled.
NEBRASKA ACTIVITIES

• Must comply with this as well as all other Nebraska policies (i.e. weapons, drug & alcohol)

• Each Activity Worker must receive a copy of the Activity Worker Guidelines

• Complete a check of the national sex offender registry for all individuals NOT on Nebraska payroll
  • UPD checks all Nebraska paid employees including student workers

• Ensure that Activity Workers do not have a criminal background that would disqualify them from participating in the Youth Activity
NON NEBRASKA ACTIVITIES

- May request a waiver from the policy
- Guarantee distribution of policy and related forms to all Activity Workers
- Verify each Activity Worker has been checked against the National Sex Offender Registry
- Provide certificate of liability insurance at least 30 days in advance of Activity
- Complete a contract for the Activity signed by the Vice Chancellor of Business and Finance
RESPONSIBILITY FOR COMPLIANCE

• Dean or Director has ultimate responsibility for compliance

• Activity Director

• Activity Workers

• All Nebraska Staff have a responsibility to speak up if there is an issue
REGISTRATION FORM

• After review by Internal Audit it was recommended that a registration form be completed before each activity, to guarantee a centralized source of information

• Registration form must be signed by Dean and Director and VCBF prior to the start of the Activity
INCIDENT FORM

• If an unplanned event or incident occurs during the Activity, an Incident Form must be completed and forwarded to the Risk Management Department within 24 hours of the incident.
WHO TO CONTACT

• Hassan Ramzah, Assistant Vice Chancellor/Chief of Police

• Mike Zeleny, Vice Chancellor, Business and Finance

• vcbfoffice@unl.edu