

STANDARDS FOR INTERACTING WITH YOUTH

These Standards are provided to support the implementation of the CBC Youth Programs Policy. The Standards apply to all CBC employees, students, and volunteers who may have unsupervised access to youth in youth programs or activities, such as those who supervise, chaperone, or have custodial or caregiving responsibilities for youth. These Standards also apply to all non-CBC organizations using CBC facilities for youth programs.

- **A youth** is any person under the age of 18 years participating in a youth program, and not an enrolled CBC student engaged in a CBC curricular or co-curricular activity that is a part or benefit of their CBC enrollment.
- **Parent** refers to parents and legal guardians.

Included Activities

- All programs, events, and/or activities operated or sponsored by CBC that are created for, or directed at youth as the participants. Activities may take place on campus, off campus, or virtually/online.
- Third party-led programs, events and/or activities using CBC facilities are also required to meet these Standards and requirements of the Youth Programs Policy.

Examples:

- Athletic recruiting
- Campus, Planetarium, Observatory, and other educational tour programs
- Childcare and pre-school
- College access support programs
- Educational enrichment
- Educational outreach (K-12)
- Pre-college outreach and recruiting
- Research involving youth as a primary subject
- Sports camps and clinics
- Summer camps
- Tutoring programs

Excluded activities (not specifically designed for, or directed, at youth):

- Public events, (e.g., graduation, sporting events, or other campus activities)
- Academic courses and related activities for enrolled CBC students
- Health-related services provided to youth in a CBC clinical setting (e.g., Dental Hygiene Clinic).
- Employers of persons under 18 in a work environment
- Third party-led research (e.g., research conducted by a non-CBC Principal Investigator).

In addition to these Standards, youth programs are required to comply with all applicable CBC policies, rules and regulations, and state and federal laws, including but not limited to, the following: Youth Programs Policy, [Non-Discrimination & Harassment Policy and Procedure](#), [Children in the Workplace Policy](#) and [Mandatory Reporting of Child Abuse Policy](#), Washington State Law Against Discrimination, Chapter 49.60 RCW and their implementing regulations, Abuse of Children, Chapter 26.44 RCW, Washington Criminal Code, Title 9A RCW, Washington State Patrol Background Checks, [RCW 43.43.830](#), Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and ADA Amendment Act, the Age Discrimination Act of 1975, the Violence Against Women Reauthorization Act, Prosecutorial Remedies and Other Tools to end the Exploitation of Children Today (PROTECT Act),

117 Stat. 650 (Public Law 108–21), and Children Online Privacy Protection Act (COPPA), 16 CFR Part 312. Any action which violates applicable law is a violation of these Standards and CBC policy.

Requirements for youth program personnel include:

- **Criminal Background Check**
- **Training** on appropriate interactions with youth, legal and reporting responsibilities.
- **Conduct** that meets or exceeds these Standards and complies with applicable law.

Minimum Standards for Interacting with Youth

General Conduct and Communication: in-person, online, verbal, or physical

- Observe the “Rule of Three”, also known as the “Two-Deep Rule” by having at least one other adult present during all interactions with youth.
 - Do not meet with youth alone or where you cannot be observed by program personnel or other adults.
 - Do not engage in purposeful communication or contact including in-person meetings, phone or other electronic communication including social networking, texting, or other one-on-one electronic communication with youth outside of sanctioned program activities.
- Limit physical contact to purposes that are consistent with the program’s mission and/or for a clear educational, developmental, or health-related purpose, in the presence of other youth program personnel, and with the consent of the youth.
- Use only established forms of redress for misbehavior such as warnings, and contacting the parent to pick up misbehaving youth.
 - Do not discipline youth by use of physical punishment, or by failing to provide care.
 - Do not act in a manner that can be perceived as physical or verbal abuse.
- Provide appropriate levels of care and supervision for youth depending on their age, disability, or the particular activity.
- Use CBC program-sponsored email, phone and social media accounts for communication only when there is an essential educational or programmatic reason to do so.
- Disclose any pre-existing relationships with youth in the program or activity immediately to the program or activity lead. Adhere to these standards while affiliated with the program or activity, despite any pre-existing personal relationships.

Equitable Treatment

- Treat all youth equitably, (e.g., fairly and consistently), regardless of their, sex, gender, sexual orientation, race, color, religion, culture, place of birth, age, class, ability, health, citizenship, language, or other identities.
 - Do not discriminate against a youth based on their sex, gender, sexual orientation, race, color, religion, culture, place of birth, age, class, ability, health, citizenship, language, or other identities.
 - Do not give personal gifts to youth and/or their parents, (e.g., any item intended to give youth and/or parent special attention that is not given to others).

Sexual Misconduct

- Understand and respect physical and personal boundaries.
 - Do not engage in contact of any kind, including any verbal or physical contact that can be perceived as sexual in nature.
 - Do not date or become romantically involved with youth.
 - Do not discuss your own or a youth’s sex life or sexual activities.
 - Do not share sexually explicit material with youth.

Safety

- The safety of youth must be your primary concern above all others. Stop any activity that appears to be suspicious.
 - Discontinue a person’s participation in activities if inappropriate behavior is observed or alleged.
- Do not possess, sell, use, or be under the influence of alcohol, marijuana, tobacco or illegal drugs while performing program duties.
- Do not bring a weapon into the program.
- Do not transport children in CBC youth programs in a personal vehicle.

Addressing Violations of the Standards

Report behaviors of concern that are in violation of these Standards or pose a risk of creating an unsafe environment for youth. Report prohibited behaviors to the Deputy Title IX/EEO Coordinator at [PHONE], or to your department supervisor, or email youthprogramsreporting@columbiabasin.edu. **If the safety of a youth participant is of immediate concern, call law enforcement for immediate intervention and contact your supervisor immediately after contacting the police. Campus Security is automatically notified when 911 is dialed from a campus telephone. If a non-campus telephone is used to contact law enforcement, please also contact Campus Security at (509) 542-4819 (Pasco Campus) or (509) 539-8167 (Richland Campus).** See also the CBC [Mandatory Reporting of Child Abuse Policy](#) for additional reporting information.

AGREEMENT

I HAVE READ THESE STANDARDS FOR INTERACTING WITH YOUTH, AND I AGREE TO ADHERE TO THE STANDARDS AS STATED. I ACKNOWLEDGE THAT I AM AWARE OF MY RESPONSIBILITIES AND UNDERSTAND THAT VIOLATIONS OF THESE STANDARDS FOR INTERACTING WITH YOUTH MAY RESULT IN DISCIPLINARY ACTION UP TO AND INCLUDING DISMISSAL, SEPARATION FROM EMPLOYMENT OR VOLUNTEERING OPPORTUNITIES, LOSS OF USE OF CBC FACILITIES, TRESPASS FROM CBC CAMPUS OR FACILITIES, AND REPORTING TO LAWFUL AUTHORITIES.

Signature

Date

Print Name

Youth Program/Event Name

CBC youth program personnel: Return signed original to CBC Host; retain a copy for your records. Non-CBC Facility Use Requester: Return signed form to the Office of Administrative Services by emailing adminservices@columbiabasin.edu; retain a copy for your records.

The CBC Host and Administrative Services will keep the record of this Agreement in accordance with the College’s records retention requirements.