



Camp, Conference, Clinic & Event Staff Code of Conduct

1. Do not engage in any sexual activity, make sexual comments, tell sexual jokes, or share sexually explicit material with minors or assist in any way to provide access to such material to minors.
2. In the case of adults supervising minors overnight, Authorized Adult should not enter a minor's room, bathroom facility or similar area without another adult in attendance.
3. Separate accommodations for adults and minors are required other than the minor's parents or guardians.
4. Do not engage or allow minors to engage you in romantic or sexual conversations or related matters. Similarly, do not treat minors as confidantes; refrain from sharing sensitive personal information about you. Examples of sensitive personal information that should not be shared with minors are information about financial challenges, workplace challenges, drug or alcohol use, and/or romantic relationships, etc.
5. Do not touch minors in a manner that a reasonable person could interpret as inappropriate. All personal contact should generally only be in the open, and in response to the minor's needs, for a purpose that is consistent with the program's mission and culture, or for a clear educational, developmental, or health-related purpose (e.g. treatment of injury). Any refusal or resistance from the minor should be respected.
6. Do not be alone with a minor. If one-on-one contact is required, meet in an open, well illuminated space or room with windows observable by other Authorized Adults or Program Staff members, unless the one-on-one contact is expressly authorized and must include more than one Authorized Adult or Program Staff Member.
7. Do not meet with minors outside of the established times for program activities. Any exceptions require written parental authorization and must include more than one Authorized Adult or Program Staff Member.
8. Do not invite individual minors to your home or other private locations. Any exceptions require authorization and must include more than one Authorized Adult or Program Staff Member.
9. Do not provide gifts to minors or their families independent of items provided by the program.
10. Do not engage or communicate with minors except for an educational or programmatic purpose: the content of the communication must be consistent with the mission of the program and the University.
11. Do not engage in any abusive conduct of any kind toward, or in the presence of, a minor, including but not limited to, verbal abuse, striking, hitting, punching, poking, spanking, or restraining. If restraint is necessary to protect a minor or other minors from harm, all incidents

must be documented and disclosed to the program administrator and the minor's parent/guardian.

12. Do not use, possess, or be under the influence of alcohol or illegal drugs while on duty, or in the presence of minors involved in a program, or when responsible for a minor's welfare.
13. Do not provide alcohol or illegal substances to a minor.
14. Do not provide medication to a minor unless authorized by the program's medication management guidelines.
15. When transporting minors, more than one Authorized Adult or Program Staff Member from the program must be present in the vehicle, except when multiple minors will be in the vehicle at all times through the transportation. Avoid using personal vehicles if possible and comply with the program's transportation guidelines.
16. Any communication with a minor in electronic format (via email or text) should be in a group mail/text format or include another program personnel or parent – this avoids any one-to-one communication. Personnel and supervisors should monitor the internet use of minors in the program and assure filters or blocked content/security options are on in those programs which allow minors to use University PCs or other electronic devices. Personnel should not access any site inappropriate for minors while in supervision or monitoring role.
17. Do not use harassing language that would violate the Social Equity or University harassment policies.