



The priority of Wakeman Boys & Girls Club (WBGC) is the physical and emotional safety of its members, staff, and volunteers. WBGC maintains a zero-tolerance policy for child abuse. WBGC implements policies and procedures for members, employees, volunteers, visitors or any victims of sexual abuse or misconduct to report any suspicion or allegation of abuse.

One-on-One Contact Prohibition: WBGC prohibits isolated one-on-one interaction between WBGC participants and staff or volunteers, including board members in accordance with its Prohibition of Private One-on-One Interaction Policy. This includes prohibiting one-on-one contact at any time at the WBGC, in vehicles or by phone, text, social media or any other means. Also, all staff and program volunteers, including minor staff and minor volunteers (under age 18), are strictly prohibited from meeting WBGC participants outside of any WBGC sponsored activities. There are a few exceptions to this which are described in the WBGC Prohibition of Private One-on-One Interaction Policy.

If a high school member is also a WBGC paid staff or volunteer they are not able to use WBGC staff or volunteer status in a way that violates our Codes of Conduct.

Child abuse: WBGC prohibits all forms of child abuse. Child Abuse is when an adult or another child, whether through action or by failing to act, causes serious emotional or physical harm to a child. Sexual abuse or misconduct may include but is not limited to:

- Any sexual activity, involvement or attempt of sexual contact with a person who is a minor (under 18 years old).
- Sexual activity with another who is legally incompetent.
- Physical assault or sexual violence, such as rape, statutory rape, abuse, molestation, or any attempt to commit such acts.
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders and/or pulling against another's body or clothes.
- Inappropriate activities, advances, comments, bullying, gestures, electronic communications, or messages (e.g., by email, text, or social media).

Grooming: Grooming is prohibited and all staff and volunteers must report to supervision any suspicion of grooming. Grooming is when someone builds an emotional connection with a child to gain their trust for the purposes of sexual abuse, sexual exploitation, or trafficking. Grooming behaviors may include but are not limited to:

- Targeting specific youth for special attention, activities, or gifts.
- Isolating youth from family members and friends physically or emotionally. This can include one-on-one interactions such as sleepovers, camping trips and day activities.
- Gradually crossing physical boundaries, full-frontal hugs that last too long, lap sitting or other "accidental" touches.

MANDATED REPORTING

Every staff or volunteer of WBGC who becomes aware of or has suspicion of child abuse or neglect must immediately report this to the Connecticut Commissioner of Children and Families **(800-842-2288)** or a law enforcement agency. (See the WBGC Incident Reporting Policy.) It should also be immediately reported to WBGC leadership. WBGC leadership is responsible for reporting the incident to Boys & Girls Clubs of America (BGCA) within 24 hours via the critical incident system.

REQUIRED TRAINING

WBGC conducts and reports through a BGCA-approved process the following training for all staff and volunteers with direct repetitive contact with young people (at the intervals noted for each).

Before providing services to young people, and annually thereafter:

1. BGCA-approved child abuse prevention
2. BGCA-approved mandated reporting
3. BGCA-approved grooming prevention

Annually:

- Review of all policies, including all safety policies.

PHYSICAL INTERACTIONS

Every staff and volunteer of WBGC is required to maintain appropriate physical contact with minors. Appropriate and inappropriate interactions include but are not limited to the following:

Appropriate	Inappropriate
• No contact • Side hugs • Handshakes • High-fives, hand slapping and thumbs up • Holding hands (with young children in escorting situations)	• Full-frontal hugs or kisses • Any contact in isolated area • Lap sitting • Wrestling or piggyback/shoulder rides • Tickling • Allowing youth to cling to an adult's leg • Pinching

VERBAL INTERACTIONS

Every staff and volunteer of WBGC is required to maintain appropriate verbal interactions with minors. Appropriate and inappropriate interactions include but are not limited to the following:

Appropriate	Inappropriate
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• Positive reinforcement • Child-appropriate jokes (no adult content) • Encouragement • Praise	• Name calling • Inappropriate jokes (adult-only content) • Discussing sexual encounters or personal issues • Secrets • Profanity or derogatory remarks • Harsh language that may frighten, threaten, or humiliate youth
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ABUSE AND SAFETY RESOURCES

WGBC prominently displays BGCA-approved collateral that shares ethics hotline, crisis textline and safety helpline information with members, staff, volunteers, and families. WGBC also makes safety policies accessible to parents and guardians upon receiving a youth membership application.