

Code of Conduct for Individuals Working with Minors and/or Vulnerable Adult Participants and Volunteers

Adults are responsible for protecting children and vulnerable adults. With this responsibility comes a minimum set of expectations included in this Code of Conduct for all employees or volunteers who work with minor participants or volunteers under the age of 18 (“minors”) or adults with disabilities (“vulnerable adults”) as part of their roles with SEASPAR. The prevention of child and vulnerable adult sexual abuse begins with informed, aware and caring individuals, including SEASPAR employees and volunteers. All interaction with minor or vulnerable adult participants and volunteers should be in a manner that a reasonable person would not interpret as inappropriate, and employees and volunteers of SEASPAR should make every effort to avoid the appearance of impropriety with minors and vulnerable adults. As such, I agree to follow these rules and guidelines.

As an employee/volunteer, I WILL:

- Treat all program participants and volunteers with respect and dignity, including, but not limited to, minor/vulnerable adult participants and volunteers.
- Use positive reinforcement with minor and vulnerable adult participants and volunteers through verbal praise.
- Work in open environments, avoid seclusion and work in teams with minor or vulnerable adult participants and volunteers.
- Use appropriate physical contact, such as high fives, handshakes, fist bumps, pats on the head, back or shoulder or short side/shoulder hugs.
- Be familiar with and comply with SEASPAR’s *Boundary Violations* Policy.
- Be familiar with and comply with SEASPAR’s *Overnight Events and Programs* Policy, as well as all other policies and requirements imposed by SEASPAR to prevent sexual abuse of minors or vulnerable adults.
- Be familiar with and comply with all applicable mandated reporter laws, policies and requirements when applicable.
- Cooperate fully with any investigation when requested.
- Participate in all required training on sexual abuse prevention and, when applicable, mandated reporting.
- Refrain from conduct that could be interpreted as sexual in nature toward minor/vulnerable adult participants or volunteers.



As an employee/volunteer, I WILL NOT:

- Touch or speak to a minor or vulnerable adult participant or volunteer in a sexual, inappropriate, flirtatious or inappropriate manner.
- Engage in tickling, rough-housing, wrestling, sitting on laps, piggybacks, kissing, cuddling, putting hands in pockets of participants or volunteers, or other similar physical activities.
- Inflict any physical or emotional abuse or violence, such as striking, spanking, shaking, slapping, humiliating, ridiculing, targeted or repeated teasing, threatening or degrading a minor/vulnerable adult participant or volunteer.
- Use profanity, engage in constant and/or nonconstructive criticism, name call, bully or scapegoat minor/vulnerable adult participants or volunteers.
- Consent for Transportation is an agreement between the parent/guardian and the staff member for transporting a participant outside of a SEASPAR program. A Consent for Transportation form must be signed by both parties. This agreement does not involve SEASPAR, though we keep a copy of the signed agreement on file and update annually.
- Use personal communications (e.g., mobile phone, social networking sites, write letters, etc.) for contact with minor or vulnerable adult participants or volunteers, unless specifically agreed to by the Agency. For more information, please see the Agency's Electronic Communication with Minors and Vulnerable Adults Policy.
- Accept gifts, give gifts or single out a minor or vulnerable adult participant or volunteer in any way other than for group/program celebrations.
- Use or provide alcohol, tobacco, drugs or anything prohibited by law to minor/vulnerable adult participants or volunteers.

I understand and agree that this Code of Conduct for Individuals Working with Minors and/or Vulnerable Adult Participants and Volunteers is in addition to any other policies, rules and regulations established by SEASPAR, and I will abide by those policies, rules and regulations.