

Safety and Protection of Minors

Minimum Requirements for Individuals in Programs & Activities Involving Minors¹

Safety & Protection of Minors Resources



Office of the Provost | Division of Community Engagement

TIER	Nature of Interaction	Responsibility & Examples of Individual-Type	Screening & Selection	Annual Training	Monitoring & Supervision
I	1:1 and Group Setting Interactions Unsupervised and Supervised	<p>Holds primary responsibility for running the program and is accountable for ensuring others are in compliance with minimum standards set by VCU for interactions with minors.</p> <p>Ex: Full-time & part-time employees; Program Directors; Point Persons</p>	<p>Is responsible and accountable for ensuring compliance with the following biennial screenings:</p> <ul style="list-style-type: none"> Multistate criminal background check & National Sex Offender Registry screening (http://mfyc.vcu.edu/youthon-campus/backgroundchecks/) 	<p>Is responsible and accountable for ensuring compliance with annual training requirements of self and others as follows:</p> <ul style="list-style-type: none"> Watch Video: <i>Volunteering with Youth</i> (https://goo.gl/hRHSpZ); and Complete <i>Safety and Protection of Minors Policy Training</i> 	<p>Is responsible and accountable for ensuring compliance with monitoring and supervision minimum requirements of self and others; and are entrusted to engage in appropriate program related activities without direct supervision² by another individual.</p>
II	1:1 and Group Setting Interactions Unsupervised and Supervised	<p>May hold a supervisory role and be responsible to a degree for the program. Responsible and accountable for self and meeting minimum requirements set forth by VCU for interactions with minors. May supervise volunteers.</p>	<p>Each individual will, at a minimum, undergo the same screening process as outlined in Tier I.</p> <p>Note: If there is a break in employment, then screening must be conducted again.</p>	<p>Is responsible and accountable for ensuring compliance with annual training requirements of self as outlined in Tier I</p> <p>Note: If there is a break in employment, then screening must be conducted again</p>	<p>Individuals in Tier II are entrusted to engage in appropriate program related activities at all times and sometimes, or often times, without direct supervision³ by another individual.</p>
III	Group Setting Interactions only; Supervised at all times	<p>May be members from the community with, or without, VCU affiliation or they may be VCU employees or students serving in a volunteer capacity not related to the requirements of their employment position.</p>	<p>Individuals are in supervised group settings at all times; hence, screening and selection is at the discretion of the Tier I individual with primary responsibility for the program.</p>	<p>Individuals are in supervised group settings at all times; hence, training is at the discretion of the Tier I individual with primary responsibility for the program.</p>	<p>Under the direct supervision⁵ of Tier I or II Individual at all times.</p>

¹These requirements are to be met before individuals engage with minors in programs and activities. See policy, Safety and Protection of Minors, for additional details. Certain limited exceptions to programs involving minors do exist; see specifics in the *Safety and Protection of Minors* policy located at www.policy.vcu.edu

² For purposed of these requirements, ‘Direct Supervision’ means “within sight and sound” of another who does not require direct supervision.