

DATE: FEBRUARY 2014

TO: ALL ROYAL FAMILY KIDS CAMP AND CLUB DIRECTORS

FROM: JEFF JUHALA, RFK DIRECTOR OF TRAINING

RE: NEW CHILD PROTECTION PLAN

This new plan is being introduced at the Regional meetings in the Spring of 2014. All Camps and Clubs will be sent this material in April of 2014.

Royal Family KIDS is introducing a new Child Protection Plan (CPP) to take greater efforts to protect children in our care. The new language and program materials are designed to:

- prevent adult volunteers from abusing children during camp or club times.
- prevent adults from creating inappropriate relationships in an attempt to groom the children and abusing them after camp or club activities.
- prevent children from abusing children during camp or club times

Offenders have become smarter and more sophisticated. Royal Family KIDS must continue to be diligent in our efforts to prevent abuse. Most of this awareness has come to RFK through a full-day seminar called "Child Protection Plan". It is offered by a leading camping organization which discovered two child molesters in their program after many campers had been abused. The pain and difficulty that those children experienced, and the financial, moral and legal challenge that the organization experienced, forced them to create an entirely new plan for protecting children. Royal Family KIDS is, and will be, adopting much of that plan.

The following documents are just the beginning of greater awareness and additional programs to protect kids. Additional documents and programs will be forth-coming.

However, documents and programs alone will not suffice. It will also require greater diligence, a cultural shift within the camp and club environment, and the willingness of each volunteer, to be a part of the over-all protection of kids.

Currently, this is a stand-alone document. There will be more programs coming and eventually enveloping sections into both the Directors Manuals and Training Manuals for the volunteers. For now, place it inside the current Directors Manual or Club Leadership manual for reference.

The following pages contain the information we felt could be implemented right away and give immediate impact. Please review and begin to implement this information into the program and training as soon as possible. We are attempting to provide some video resources and audio podcasts as further explanation and motivation.

Please feel free to call the national office with any questions.

What to do with the following documents?

RFK CPP Poster: This is a quick reminder poster that can be used at training or placed around the camp or club to remind all volunteers about the new protections in place.

Talk, Touch, Territory - 3T's: This is a specific, but not all-inclusive list of things considered appropriate and inappropriate with children regarding our interaction with them in areas of talk, touch and territory.

Child Safe & Secure Orientation – 3R's: This is an orientation that **MUST** be given to each camper/club kid so they are aware of their rights and their ability to keep themselves safe. This needs to be given to them in either a lecture format or video format at the beginning of Camp or Club. Make it fun and interesting, but also serious. Royal Family KIDS is producing a professional video to be completed before the summer season. Your adult Counselors, Mentors and Staff must also be trained on and made aware of this orientation to the children regarding the **3R's, Recognize, Resist, Report.**

360° Supervision – 3W's: This is a training program to be given to each volunteer to emphasize that every volunteer at Camp and Club is an essential part of the protection plan. Every volunteer is either a primary or secondary supervisor, and everyone must be willing to speak up if they see something inappropriate or questionable. Many offenders have gotten away with abuse for years because good people saw something, but didn't feel as if they had the authority or the obligation to say something.

In an effort to help volunteers remember these new programs, we have created a yellow **360° SuperVision** wristband. The wristband is to: Remind, give Authority and require Obligation for all volunteers. There is no requirement to purchase the wristbands, they are simply an option. Please find some method of helping the volunteers understand that they have the authority to speak up. A wristband, or a strip of yellow cloth or a poster may simply make it easier for a volunteer to speak up and protect kids.

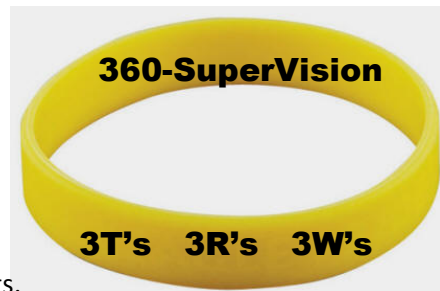
Yellow for "Caution"

Yellow wristbands are for 3 critical items:

They **Remind** volunteers of the new protection elements.

They give volunteers **Authority** to ask, question and intervene.

They **Obligate** volunteers to say something, if they see something inappropriate.



RFK Child Protection Plan - Poster

3 T's: *(Review RFK rules, values and Talk, Touch and Territory plan)*

- Talk:** **What is acceptable talk?**
Touch: **What is acceptable touch?**
Territory: **What are acceptable personal boundaries?**
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3 R's: *(Review Child Safe and Secure Orientation)*

- Recognize:** **Recognize what is acceptable and unacceptable behavior.**
- Resist:** **Resist unacceptable behavior.** *(You have a right to say "NO" to anything that makes you unsafe or that will hurt you)*
- Report:** **Report what makes you feel unsafe or if rules have been broken.** *(Reinforce our reporting protocol. Tell a Counselor or Staff. Tell the Director. Tell a nurse or Social Worker)*
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3 W's: *(Review your role in the 360 degree Supervision)*

- Who:** **Who are they?** *(Identify the individuals as you observe them around property)*
- Where:** **Where are they?** *(Are they within the scope of where they're supposed to be and who they're supposed to be with at that given time?)*
- What:** **What are they doing?** *(Are their actions appropriate and within the boundaries of our rules, policies and schedule of activities?)*

Talk, Touch, Territory - 3T's

The following provides a basic, but not all-inclusive list for appropriate/inappropriate conduct with children at Royal Family KIDS. Specific rules, such as **Two Deep**, still apply.

This is an over-all application of safety to include the specific list rules as well.

Talk

<u>Appropriate</u>	<u>Not Appropriate</u>
<ul style="list-style-type: none"> a. verbal praise for specific achievement or behavior b. verbal/written encouragement c. teachable moments d. answering questions e. promoting or discovering life skills 	<ul style="list-style-type: none"> a. compliments or questions relating to physique or body development b. sexual jokes, any sexual innuendoes c. swearing or vulgar language d. verbal harassment, taunting or abuses e. telling/asking about secrets f. sexual coaching or conversation g. letters/notes about "love, desire beauty" etc.

Touch

<u>Appropriate</u>	<u>Not Appropriate</u>
<ul style="list-style-type: none"> a. handshakes and high-fives b. girls walking hand-and-hand c. short, side hugs for congratulations or greeting d. arm around the shoulders e. helping with activities or games (showing how to hold a bat, etc.) 	<ul style="list-style-type: none"> a. private back rubs or massages, rub on lotion or sunscreen (spray sunscreen okay) b. touching of private parts (no exceptions!) c. touching a child in anger, disgust, or frustration d. frontal hugs, lap sitting, piggybacks e. sexually touching f. kissing (married couples ok) g. intimate wrestling or tickling h. demeaning humor (snuggies/wedges etc.)

Territory

<u>Appropriate</u>	<u>Not Appropriate</u>
<ul style="list-style-type: none"> a. always Two Adults behind doors, down trails, secluded areas, etc. b. one-on-one interactions in public view c. group or public environments 	<ul style="list-style-type: none"> a. favoritism or give personal gifts b. sitting or lying on another person's bed c. <u>private</u> one-on-one interactions d. behind doors or secluded areas with only one adult e. mooning, streaking, flashing, any purposeful showing of nude private parts*

***Note:** In some States or Counties, purposefully showing nude private body parts to children, may constitute "abuse", and initiate a report to Social Services and even an arrest!

Child Safe & Secure Orientation – 3R's

Welcome/Goals For the Children:

- We want you to have the greatest time of your life here! A week you will never forget.
- We want you to be safe and have fun.
- Life Changing Experiences – You are going to get to do some of the most fun things in the whole world.
- Relationships – You are surrounded by some of the greatest counselors in the world who care for you.

Part of being safe for the week is for you to remember 3 R's. **Recognize, Resist and Report**

Recognize

Before we get started, we have to cover the rules to help you have the greatest time of your life. Just like the game of basketball (or other sports), there are rules that we all play by so we can have a safe and enjoyable experience. These rules help us know what we can do and can't do, what is safe and not safe.

1. Modesty (covering your body)
 - Where your bathing suit touches you are private areas, you need to have them covered at ALL times, unless taking a shower. There are NO exceptions.
 - Your body is your own, never show your private areas to any person or touch anyone else's private areas where their bathing suit touches their body.
2. Two Deep
 - To Keep Everyone Safe at all times.....NEVER be alone with anyone! Not with other kids or adults. We have a rule called "Two Deep", **kids** must always have 2 trained RFK adults with them at all times. Not one, always two!
 - Secrets are not needed for camp or club! Don't keep secrets and don't ask others to keep secrets.
3. Good Touch vs. Bad Touch
 - Appropriate: Feel Safe & Encouraged - (high-fives, short side hugs, arm around shoulders, etc.)
 - Inappropriate: Feel Uncomfortable – (touching private areas, anywhere in your bathing suit zone, hitting, pushing, sitting on laps, etc.)
4. Good Talk vs. Bad Talk
 - Good Talk: Always Encourage One Another – Positive, Uplifting, Compliments
 - Bad Talk: Making Fun of Others – Negative, Bad Language, Cussing, Disrespectful, Potty Humor, Sexual Jokes

5. Bullying
 - Not allowed at camp or club. If someone asks you to stop...you MUST stop.
 - If you ever feel like someone is picking on you or being mean to you...report it immediately.

6. Your Territory or Your Space
 - Your Space - Your Stuff - Your Bed. At camp, kids keep out of other kids' suitcases, sleeping bags, etc. Occasionally an adult may need to inspect your bags. Your bed is yours alone! Nobody, no child or adult, is ever allowed on another person's bed!

7. Off-site Communication
 - This week we will build great relationships together. When camp is over, we can only connect with you with the approval of your Social Worker and/or Guardian. That may be through our Club/Mentoring program, or at the church. We may see you at a school or store or sports event. We cannot be Facebook friends or email each other or call each other.

Resisting

You should NEVER feel unsafe here. If you ever feel unsafe, or if someone is trying to hurt you, you can call for help from someone nearby. Remember the Two Deep rule means, there is always someone nearby. This is a place where you should always feel safe and encouraged.

Reporting

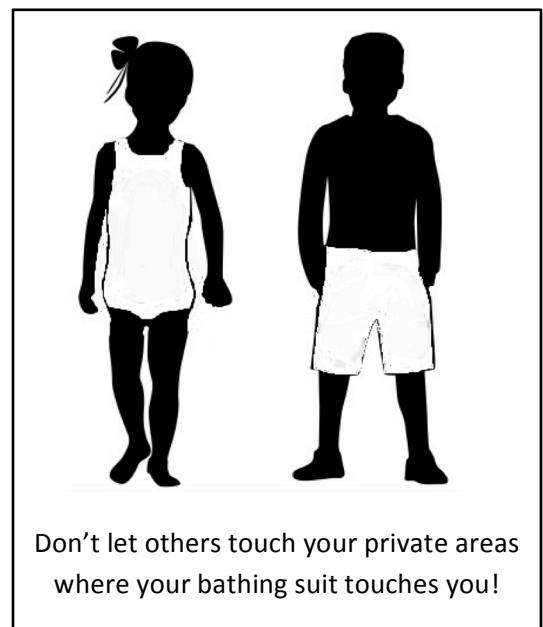
If you EVER feel unsafe or one of the rules we talked about has been broken, you need to tell someone right away. You can do any of these four things:

1. Tell a Counselor, Mentor or Staff person...so we can help you
2. Tell the Camp or Club Director
3. Tell a Nurse in the Health Center
4. Tell your Social Worker

The 3 things you can do to help make sure you have a great time is to:

1. **Recognize** the basic rules and boundaries
2. **Resist** anyone trying to hurt you
3. **Report** a camper or adult breaking the rules

The rules are an important way to make sure we all have a great time at camp or club.



360° SuperVision – 3W’s

THE GOAL - to establish a network of monitoring and supervision with which to detect peer-to-peer and adult-to-child grooming and abusive behavior before the actions occur.

“360 DEGREE SUPERVISION THEORY”- is a system of rules and principals to monitor the interaction of individuals in accordance with our organization’s goals and rules on the basis of 3 indicators: **Who, Where, What**. The Camp/Club Director **cannot be the only person(s) watching** for compliance and enforcing the rules for the safety of the kids! Everyone **MUST** be a part of the protection plan to keep kids and adults safe. The Directors attention will be on many things. To have full protection, everyone must have two eyes watching and supervising.

YOUR ROLES

Step 1 Primary or Secondary Supervision

While serving as a volunteer you will be asked to supervise in one of two capacities at **ALL** times:

- **Primary Supervision:** *ANYONE* who assumes a role with direct supervision or control of any individual or group. (i.e. Counselor, Breakfast Club, Coach, Reserve Counselor, etc.)
- **Secondary Supervision:** *ANY staff/volunteer personnel* on property who are not in direct supervision or control of any individual or group.

Primary Supervision with direct control over the children



Secondary Supervision (Staff person notices a child alone)



Step 2 Reads

1. **Who** are they?
2. **Where** are they?
3. **What** are they doing?

*At **ALL times** and in any given circumstance you are asked to make 3 visual “reads” on interaction in adherence to camp and club rules.*

Who are they?

(What is their current role?)

- Is it a Counselor, Mentor or Staff person?
- Is it two kids?
- Is it a facility employee, Janitor, Maintenance person?
- Is it another group or visitor on property?

Where are they?

(Where are they located when you observe them?)

- Walking into the woods
- Going into a restroom unattended
- In a building or room not in use at that particular time....?

What are they doing?

(What activities are they engaged in when you observe them?)

- Playing one-on-one at the gym
- Taking a shower in the same shower stall
- Sitting and talking outside.....?

Step 3 Assess: Compliance with rules or general safety conditions

If you see something totally inappropriate, like a Counselor and camper in the woods alone, for the safety of the child, you must say something. Just remind the Counselor of the Two Deep rule and verify that they are moving back to the group. Maybe, the buddy Counselor is simply out of sight and trying to catch up. The Counselor would simply inform you, you verify, and everyone is safe. Remember, you become the Two Deep until it is verified with someone else. Maybe the Counselor simply forgot, now you have reminded them. Maybe you have stopped a major problem.

For the safety of each child, the adults and the organization, we must have **all** volunteers become secondary supervisors who must take action and speak up. We're not looking for tattle tales or informants; we are trying to encourage volunteers to realize that it is **everyone's job** to protect children in our care. You do not need to accuse anyone of anything; in fact, it's better if you don't accuse people of things. However, if you see a blatant violation, speak up! If you see something questionable and you're not sure, mention it to someone. Too many abusers have gotten away with hurting children for years when plenty of people saw or heard something, but didn't have the courage to say something.

"360 DEGREE SUPERVISION THEORY" is having everyone do their part to protect kids, remind volunteers of what is right, and how we have to operate as a team of caring adults. This will help to deter and detect those who intend to harm kids. Each volunteer has the **authority** and the **obligation** to speak up!