

Youth Protection Policy

Pageantry Arts Concepts, Inc. (aka PAC) has adopted a number of policies aimed at eliminating opportunities for abuse within the Organization’s numerous programs. The main purpose of this youth protection policy is to protect children from harm while in PAC programs and services, whether from adults or other participants.

In consideration of the following policy, employees, staff, contractors, or volunteers working with any program or service of PAC will be referred to as (“Adults” and/or “Personnel”) and any student, member, or participant will be referred to as (“Participants”). When discussing any combined Adult/Personnel and/or Participant will be referred to as (“Individual” or “Person”).

Sexual misconduct, including sexual harassment, non-consensual sexual acts and/or contact, sexual exploitation and stalking is strictly prohibited.

Many people have experienced “teasing” as a part of their life experiences. The question is, when does teasing cross the line and become harassment? This is important because, unlike teasing, harassment can have significant negative effects on the individuals who are subject to it – humiliating and degrading them or causing them to feel threatened.

- **Sexual Harassment**

- Sexual harassment by definition is unwelcome sexual conduct that either creates a hostile environment or is presented as a demand in exchange for gaining something (in the workplace or institution). Such behavior is illegal. Please note that no specific behaviors are associated with sexual harassment. Instead, sexual harassment encompasses a broad spectrum of behaviors that are generally defined to include the following:
 - Visual: Ogling or staring; or inappropriate posters, pictures, magazines, or fliers.
 - Verbal: Repeated requests for dates, questions about personal life, lewd comments/jokes, or whistling.
 - Written: Love letters, obscene letters, or lewd bumper stickers or cards.
 - Touching: Violating space, patting/grabbing. pinching, caressing, or kissing.
 - Power: Relationships; using position to request dates, sex, etc.
 - Threats: Quid pro quo demands (I’ll give you preferential treatment if ...)
 - Force: Physical assault or rape.

- **Sexual Assault**

- Sexual Assault includes physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity, because they are below the minimum age of consent, or because they are incapacitated due to the use of drugs and/or alcohol.

- **Sexual Exploitation**
 - Sexual Exploitation includes taking sexual advantage of another person for the benefit of oneself or a third party without consent. This includes, but is not limited to, sexual voyeurism, indecent or lewd exposure, recording any person engaged in sexual, private or intimate activity in a private space without that person’s consent, distributing personal sexual information, images, or recordings or inducing incapacitation in another person with the intent to engage in sexual conduct.
- **Stalking**
 - Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress. Stalking includes conduct that occurs via electronic communications, including social media (i.e., cyberstalking).

BARRIERS TO ABUSE

PAC takes great pride in the high quality of its employees, staff, contractors, and volunteers. Being personnel of PAC is a privilege, not a right. The quality of the programs and the safety of the participants call for exemplary adult leaders. Thus, PAC works to recruit the best possible leaders.

Applications or requests for initial and continuing participation or volunteering are strictly scrutinized, including all necessary and appropriate background checks, before an applicant is allowed to participate. While no current screening techniques exist that can identify every potential child molester, one can reduce the risk of accepting possible child molesters by learning as much as one can prior to offering placement (experience with children, reason for interest in PAC, discipline techniques the applicant would employ, etc.).

PAC has adopted the following policies in order to provide additional security for all participants. These policies are designed primarily for the protection of the participants; however, they also serve to protect the personnel from false accusation of abuse.

- **Two-deep Interaction:** Either two members of PAC personnel, or one participant plus a screened volunteer, one of whom must be at least 21 years of age or older, are required to be present for every gathering (rehearsal, events, performance, or other), or outing (concerts, events, tours, or other).
- **No One-on-One Contact:** One-on-one private meetings between personnel and participants is permitted in situations that require personal attention, such as private conferences, instruction, or the like. The meeting is to be conducted in view of other adults, and/or participants, or be an open-door meeting. Should an exceptional situation require direct one-on-one contact (such as a single adult driving a sole participant to camp), such contact may be permitted only with the clear and direct approval of the participant’s parent or legal guardian, or if over 18 written approval by the participant filed with PAC.

- **Additional Transportation:** For trips using transportation organized by PAC to and from PAC functions, the adult must do the following: 1) designate a meeting place, date, and time; 2) establish a plan for making periodic check-point stops as a group along the route; and 3) plan daily destination points. For larger vehicles, supervision by two adults is optimal. For smaller vehicles, supervision by one adult is acceptable; however, the vehicle must carry a minimum of two or more participants. In non-emergency/non-medical situations, one-adult-to-one-participant travel is not acceptable unless the adult is the participant's parent or legal guardian.
- **Large single-room or dormitory-type accommodations:** Adults and participants of the same gender may occupy dormitory or large single-room accommodations, provided there is a minimum of two adults and four participants. Further, a minimum of one of the adults must be a PAC adult who is familiar with PAC child safety policies. Adults must establish separation barriers or privacy zones such as temporary blanket or sheet walls in order to keep their sleeping areas and dressing areas separated from the youth.
- **Sleeping facilities:** Male and female participants require separate male and female sleeping facilities where possible. In most cases, the facilities will be large single-room or dormitory-type accommodations explained in section 2. In this case all male and female participants will be separated by a large dividing space. There will be a mandatory policy of ONE sleeping bag/blanket per ONE participant.
- **Supervision of overnight stays:** Coed overnight activities require male and female adult leaders, both of whom must be 21 years of age or older, and one must be a PAC adult who is familiar with PAC child safety policies. No individual youth will share sleeping facilities with one adult unless the adult is the participant's parent or legal guardian.
- **Restroom and shower facilities:** If separate shower and restroom facilities are not available, separate times for male and female use should be scheduled and posted. Further, participants should be encouraged to visit such facilities in groups of two or more. Finally, when possible, the doors on restroom stalls should provide privacy latches or display signs that say Occupied or Unoccupied. Everyone needs to respect the privacy in all situations where appropriate such as when participants are changing clothes or taking showers understanding that at times the facilities do not have separate adult and participant locker rooms.
 - PAC does not discriminate and accommodations will be handled to the best of our ability based on a number of factors, including but not limited to type of request, facilities and scheduling. Please consult with the Director or manager onsite.
- **Safety Rule of Four:** No fewer than four individuals, two adults and two participants, may participate in an event organized by PAC. Only in the event of an emergency may a group of four separate into two independent groups. In such instances the two independent groups must each consist of one adult and one participant.

- **Social Gatherings:** Any staff participating in a social gathering that includes current participants must recognize that such a function will be considered an official gathering of PAC, requiring notification to and permission from management. All PAC rules and policies will therefore be in effect at such a gathering, and staff behavior must conform to all work standards and expectations.
- **Proper Preparation to Minimize Risk:** All activities involve inherent risk. All activities should be reviewed. No activity that involves increased risk should be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- **No Secret Organizations/Social Groups:** PAC does not recognize any secret organizations or social groups as part of the organization. All activities of PAC are open to observations by parents, personnel, and volunteers.
- **Appropriate Attire:** Proper clothing for activities is required. For example, skinny-dipping is not appropriate as part of PAC.
- **Constructive Discipline:** Discipline used in PAC should be constructive and reflect high values. Corporal punishment is never permitted. Please see applicable PAC “Member Handbook” section titled “Member Agreement”, for a further explanation of policy.
- **Hazing Prohibited:** Any and all kinds of hazing and/or initiations are prohibited and may not be included as part of any PAC procedure.
- **Training and Supervision of New Personnel:** Senior adults must monitor and guide the leadership/instruction techniques used by junior adults to ensure that all policies are followed.

HOW CAN PARENTS HELP PROTECT THEIR CHILDREN?

Parents participate in the protection of their children in a variety of ways. The most important is to maintain open lines of communication so that children are encouraged to bring any troubles to their parents for advice and counsel. In addition, parents need to be encouraged to participate in PAC activities and events. All parents have access to important information concerning PAC's various programs and should be reviewed before participation. This information will help parents detect any deviations from PAC's approved programs. If any deviations are noted, parents should be encouraged to call these to the direct attention of the PAC President, Executive Director, Director, manager, and/or Board of Directors for assistance.

While we hope that all those who come in contact with PAC feel unhindered and unthreatened in raising concerns, complaints, and issues, we recognize that it is essential to also provide for confidential and anonymous submission of such concerns, complaints, and issues, to ensure PAC has the full opportunity to investigate and address any potential violations of policy, law, or ordinance in the conduct of our activities. PAC's “Safe Place” policy can be accessed on our web page (www.pacworld.org).

Anyone may report any concerns or issues via our 'Contact Us' form on our web page form and it will be sent to the Ethics Committee composed of a PAC Compliance Director and the BOD President. You can also email any concerns or issues directly to ethics@pacworld.org. In addition, reports may be made directly to the President & Executive Director at 954-557-8868.

WHY DO MOST CHILD VICTIMS OF SEXUAL ABUSE KEEP THE ABUSE SECRET?

A victim of child abuse is under a great deal of pressure to keep the abuse secret. In many cases of child molestation, the molester has threatened to harm the child or a member of the child's family. The molester might have told the child that he would not be believed even if the child did tell. Another common situation is that the molester will tell the child that if the child tells about the abuse, he/she will get into trouble. The clear message is given to the child that if other persons find out, something bad will happen to the child.

The pressure to maintain silence can often be successfully overcome by establishing open communication between children and adults, students/members and Administration Team, through proper discussion sessions.

WHAT SHOULD AN ADULT DO IF A PARTICIPANT OR CHILD TELLS THEM THAT THERE HAS BEEN SEXUAL ABUSE?

How an adult responds to a child when he/she tries to disclose abuse can influence the outcome of the child's victimization. By maintaining an apparent calm, the adult can help reassure the child that everything is going to be okay. By not criticizing the child, one counteracts any statements the molester may have made about getting the child into trouble. The adult should reassure the child that he/she is concerned and that the adult will arrange help.

Allegations by a PAC participant concerning abuse in any PAC program or activity must be reported to the President, Executive Director, Director, manager, or a member of the Board of Directors. Since this might be a mandatory reporting requirement, a participant should be told that the information about the abuse will be forwarded to the proper authorities and not anyone else.

It is important that all adults of PAC understand that any report of abuse must only be given to either the President, Executive Director, Director, manager, or a member of the Board of Directors. PAC will report the abuse to authorities if necessary. If a report is relayed to anyone else, and the allegations cannot be substantiated, the reporting adult could be sued for defamation of character.

WHAT ARE YOUR REPORTING RESPONSIBILITIES?

In general, Florida state law (see State of Florida "Mandatory Reporting of Abuse Checklist" below for guidance) states that any adult administrator, employee, teacher, teacher's aid, volunteer, or others; for either a public or a private organization; whose duties include either direct contact with, or supervision over children; **has a mandatory duty to report child abuse**. People are often concerned about being sued for reporting child abuse. Please note that a person is not required to know for certain that a child has been abused. All that the law requires is that a person have 1) reasonable suspicion, and 2) that the report is being made in "good faith". *When these requirements are met, all states provide immunity from liability for child abuse reporters.*

PARTICIPANT BEHAVIOR GUIDELINES

Purpose/Mission Statement: Pageantry Arts Concepts and all its performing ensembles permanently enriches the lives of young people through a commitment to youth development and performance excellence, while providing enjoyment for our local community and audiences worldwide. Music and the performing arts connect youth with their culture through a common language crossing generational, social, and racial barriers. The activities that a young person pursues influences the type of person he or she becomes. The experience that comes with participation in a performing arts organization builds discipline, character, pride, and self-confidence at a crucial age and forms the springboard to even greater achievements in adulthood.

PAC has the expectation that all participants within programs and services relate to each other in a way that supports this mission.

One of the developmental tasks of childhood is to learn appropriate behavior. Children are not born with an innate sense of propriety and thus need guidance and direction. The examples set by PAC is a powerful tool for shaping behavior and a tool that is stressed by PAC.

Misbehavior by a single participant may disrupt the education process. Further, misbehavior during activities may actually constitute a threat to the safety of the individual who misbehaves as well as to the safety of the other participants. Therefore, as misbehavior places an unacceptable burden on all adults and participants of PAC it cannot be ignored.

Please see the "Code of Conduct" sections in the handbook or agreement, as it pertains to you, for a more complete discussion of this subject.

PARTICIPANT RESPONSIBILITIES

Participants in PAC are expected to conduct themselves in accordance with the normal principals of socially responsible behavior and PAC Code of Conduct. Physical violence, sexual harassment, non-consensual sexual acts and/or contact, sexual exploitation, stalking hazing, bullying, theft, verbal abuse, drugs, and alcohol have no place in PAC. Anyone found guilty of engaging in unacceptable behavior may be expelled from the organization.

Further, personnel, employees, volunteers, and staff are required to advise PAC students that should they be confronted by threats of violence or other forms of bullying from anyone they should seek help from any adult.

ADULT RESPONSIBILITIES

All adults are responsible for monitoring the behavior of participants under their responsibility, and/or supervision and are required to intercede when necessary. Parents of students who misbehave should be informed by the Director and asked for assistance in dealing with their child's behavioral problems.

The President, Executive Director, Director, manager, and/or the Board of Directors will review repetitive and/or serious incidents of misbehavior.

COMMUNICATION PROTOCOLS

Communications between adults and participants should always be of a professional, not personal nature. If a person's thoughts are not specifically focused on PAC activities and requirements, or they can't or shouldn't be said in front of another adult or participant's parent, it should definitely not be said to a participant. There is no tolerance for adults crossing the line into a participant's personal mental or physical space. There is no tolerance for an adult using suggestive language, sexual innuendo or invitation, abusive language or intimidation, or unseemly behavior or language. And in this age of cyber communications, it is deemed inappropriate and unacceptable to transmit messages or images that contain overtly or subtly personal or sexual content to PAC participants.

Particular care must also be taken to protect private information about any participant. This would include health issues, family issues, behavioral issues, addresses, phone numbers, social security numbers, etc. Directors and managers will be provided only with data required for managing their assigned participants. There should be no sharing of such private information between adults. Even group emails should be sent utilizing "bcc," (blind copies), to prevent others from seeing the email addresses of other participants.

In the event that a participant makes inappropriate overtures of any kind toward an adult of PAC, it is recommended that he or she seeks managerial participation in conducting a private, three-person meeting with that participant in which more appropriate behavioral standards and expectations are defined and mandated. This should be dealt with quickly and directly, but *not* in a one-on-one meeting. Both adults should write up a synopsis of this incident and provide copies to the PAC President. If the situation is not resolved as a result of this process, then the PAC President and appropriate Director/Manager will determine the level of consequence required to protect the adult and organization from any escalation, up to and including expelling the participant from further participation in any PAC activities.

PAC has four forms of official communication between participants and adults:

- 1) PAC provided emails (@stryke.org or @infinitypercussion.org). This is the favorable way to communicate
- 2) Slack
- 3) Discord
- 4) Text messages only if you have a 2 to 1 ratio. This is the least favorable way to communicate

- **Social Media**

- No staff should initiate an opportunity to have participants included in their personal social media and networking sites (including but not limited to Facebook, LinkedIn, YouTube, Reddit, Tumblr, Snapchat, Instagram, Blogs, etc.), or other “buddy-oriented” web addresses. Staff can authorize and accept student-initiated connections to their own personal sites but should not initiate invitations to connect into the participants’ personal sites. PAC adult persons are always deemed to be but not limited to an instructor, teacher, volunteer, etc.... not a buddy of the participants.

- **Zero Engagement**

- All PAC adults should have a zero engagement stance on all social media and networking sites with under 'legal age' members. Adults are never, including but not limited to like, retweet, heart, share, etc. on any members' personal sites. No adult should post on any participants' social accounts. No adult should mention or publicize a participant through their personal social platforms. Zero Engagement is the policy.

PROHIBITION OF CONSENSUAL RELATIONSHIPS & SEXUAL ACTIVITY

Consensual romantic or sexual relationships and sexual activity of any nature between the adult of PAC and the participants, participants and/or participants, regardless of their ages is strictly prohibited. This prohibition extends through the full tenure of a participants’ involvement in PAC activities.

Acknowledgement

I acknowledge receipt of the PAC Youth Protection Policy. I have read and understand this policy. I will bring any questions, if any, to the attention of the President, Executive Director, Director, and/or Board of Directors.

Date: _____

Print Name: _____

Signature: _____

MANDATORY REPORTING OF ABUSE CHECKLIST (JUNE 2020)

A. WHO NEEDS TO REPORT?

In Florida, everyone is a mandatory reporter. However, there are two types of reporters:

- Mandated Reporter (General):
 - Any person who knows, or has reasonable cause to suspect, that a child is abused, abandoned, or neglected by a parent, legal custodian, caregiver, or other person responsible for the child's welfare is a mandatory reporter. § 39.201(1)(a).
 - Any person, including but not limited to state, county, or municipal criminal justice employees or law enforcement officers, who knows or has reasonable cause to suspect that a vulnerable adult has been or is being abused, neglected, or exploited must make a report. § 415.1034(1)(a)5.
- Mandated Reporter (Professional)
 - Anyone who is legally obligated to report known abuse and must also identify themselves when reporting. These include:
 - Physician, osteopathic physician, medical examiner, chiropractic physician, nurse, paramedic, emergency medical technician, or hospital personnel engaged in the admission, examination, care, or treatment of persons. §§ 39.201(1)(d)1 and 415.1034(1)(a)1;
 - Health or mental health professional other than listed in paragraph above;
 - Practitioner who relies solely on spiritual means for healing, §§ 39.201(1)(d)3 and 415.1034(1)(a)3;
 - School teacher or other school official or personnel (child), § 39.201(1)(d)4;
 - Social worker, day care center worker, or other professional childcare, foster care, residential or institutional worker (child), § 39.201(1)(d)5;
 - Nursing home staff; assisted living facilities staff; adult day care center staff etc. (vulnerable adults), § 415.1034(1)(a)4;
 - Employees of Department of Business and Professional Regulation conducting inspections of public lodging establishments, § 415.1034(1)(a)6;
 - Law enforcement officer, §§ 39.201(1)(d)6 and 415.1034(1)(a)5; Judge, § 39.201(1)(d)(7) and 415.1034(1)(a)5; and

- Mediators. § 44.405(4)(a)3.
- Note: An officer or employee of the judicial branch is not required to again provide notice of reasonable cause to suspect child abuse, abandonment, or neglect when that child is currently being investigated by the department, there is an existing dependency case, or the matter has previously been reported to the department, provided that there is reasonable cause to believe that the information is already known to the department. This paragraph applies only when the information has been provided to the officer or employee in the course of carrying out his or her official duties. § 39.201(1)(f)

B. WHAT NEEDS TO BE REPORTED?

- **Child Abuse**
 - A child in need of supervision who has no parent, legal custodian, or responsible adult. § 39.201(1)(a).
 - A child abused by his or her parent, caregiver, guardian, or other person responsible for the child's welfare. § 39.201(1)(a).
 - Child abuse by an adult other than a parent, legal custodian, caregiver, or other person responsible for the child's welfare. § 39.201(1)(b).
 - Childhood sexual abuse or victim of a known or suspected juvenile sex offender. § 39.201(1)(c).
 - If the report contains information of an instance of known or suspected child abuse involving impregnation of a child under 16 years of age by a person 21 years of age or older, the report shall be made immediately to the appropriate county sheriff's office or other appropriate law enforcement agency. § 39.201(2)(e).
 - Reports involving surrendered newborn infants shall be made and received by the department. § 39.201(1)(g).
- **Sexual Battery**
 - Section 794.027 requires a person who observes a sexual battery and who has the ability to seek assistance for the victim without being exposed to a threat of physical violence must make a report. Someone other than the victim or a spouse or close family relative of the victim or offender who is not endangered and who fails to seek assistance by reporting the offense to a law enforcement officer is guilty of a misdemeanor of the first degree.

- **Vulnerable Adult Abuse**

- Section 415.1034(1)(a)5 states that any person, including, but not limited to any state, county, or municipal criminal justice employee or law enforcement officer, who knows, or has reasonable cause to suspect, that a vulnerable adult has been or is being abused, neglected, or exploited shall immediately report such knowledge or suspicion to the central abuse hotline.

C. WHO DO YOU REPORT IT TO?

- Child and adult abuse should be reported to the Florida Department of Children and Families (DCF) through either the DCF statewide hotline (call 1-800-96-ABUSE) (1-800-962-2873) or through the DCF website at <http://reportabuse.dcf.state.fl.us> The hotline also accepts faxes at 1-800-914-0004 and web-based chats on their website. § 39.201(2)(a).
- If the abuse is by an adult other than a parent, legal custodian, caregiver, or other person responsible for the child's welfare, the report will be transferred by hotline staff to the appropriate county sheriff's office. § 39.201(2)(b).
- If the alleged abuse is by a juvenile or involves a child who is in the custody or protective supervision of the department, the report shall be transferred by the hotline to the county sheriff's office. § 39.201(2)(c)1.

D. WHAT HAPPENS IF YOU DON'T REPORT?

- Failure to report child abuse to DCF is a third-degree felony. § 39.205(1).
- Failure to report a sexual battery under § 749.027 is a misdemeanor of the first degree.
- Failure to report a case of known or suspected abuse, neglect, or exploitation of a vulnerable adult or preventing someone else from doing so is a misdemeanor of the second degree. § 415.111(1).

E. WHAT HAPPENS IF YOU MAKE A FALSE REPORT?

A person who knowingly and willfully makes a false report of child abuse, abandonment, neglect, or abuse of a vulnerable adult or who advises another to make a false report is guilty of a felony of the third degree. §§ 39.205(9), 415.111(5). However, anyone making a report who is acting in good faith is immune from any liability. §§ 39.205(9), 415.111(5)(b).