

Child Safety

[Employer] is dedicated to providing a child-safe environment for all children that interact with its workplace[s].

Responsible adults understand that minors are vulnerable to abuse from adults and other children, and that safe adults, not just parents and guardians, must make a concerted effort to create and maintain child-safe environments.

[Employer] considers any person that meets the requirements of being a minor under state or local law as being a minor under this policy. [In absence of a state or local law, [Employer] defines a minor as any person 18 years of age or younger.]

What Is Child Abuse?

Child abuse includes physical, emotional and sexual abuse and/or neglect of minors.

Child sexual abuse can include unwanted and unnecessary touching or fondling of minors; voyeurism; exposing minors to sexual acts or pornography; requests for or offers of sex to a minor; solicitation of sex from minors; sexual exploitation of minors; lewdness or exposing private body parts to a minor; taking nude photographs of minors without proper consent or for illegal purposes; and other sexual acts to minors such as intercourse, penetration, rape, incest and sodomy.

Both child abuse and child sexual abuse are serious crimes.

Relationships With Minors Prohibited

Employees are prohibited from having any type of sexual relationship with a minor even if the minor or his or her parent(s) provide their expressed consent.

Employees and other workplace participants that are discovered to have committed or are reasonably suspected of committing child abuse will be reported to the proper legal authorities and subject to termination.

Proper Interaction With Minors

[Employer] demands that all employees and workplace participants interact with minors in a safe and proper manner including:

- Eliminating [Limiting] the times they are alone with minors without other safe adults being present, accessible or in view;

- Never being with a minor in a concealed area, including a locked room or a place where other adults cannot see or hear an adult's interaction with a minor or minors;
- Never hosting an event for minors or inviting minors to their home unless such hosting or invitation is part of an approved [Employer] function;
- Never inviting minors [,not of family relations,] to their home without the presence of the minor's guardians, parents or multiple safe adults as part of an approved function;
- Never entering a home with a minor [,not of family relations,] unless the minor's guardians or parents are present [and/or without the guardian or parent's consent];
- Never giving a minor a gift over [\$5, \$10 e.g.] in value or money without the consent of [Employer] [and the guardian or parents of the minor];
- Never providing drugs or alcohol to minors or purchasing drugs or alcohol for minors;
- [Never going to an event with a minor without receiving the written consent of the minor's guardian or parents [and [Employer]]];
- [Never providing transportation to a minor or minors without approval of [Employer] [and/or consent of the minor's guardians or parents][and without other safe adults being present]];
- [Never taking photographs or capturing digital images of a minor without receiving the written consent of the minor's guardian or parents [and [Employer]]]; or
- [Never communicating to a minor on matters unrelated to performance of your job duties; in an unprofessional manner; or inappropriately via phone, letter, instant messaging, email or in a chat room [without the consent of the minor's guardians or parents].]

Reporting Suspected Child Abuse

If you have reasonable suspicion that child abuse is occurring or that a minor is in danger, you must immediately report the abuse to [proper legal authorities, Department of Human Services e.g.]. If the child abuse is occurring at work or by an employee or other workplace participant you must immediately report to the [proper legal authorities, Department of Human Services e.g.] and within a reasonable period of time to [Employer].

Questions About This Policy

If you have questions, suggestions or concerns about this policy, you should direct them to [your manager, your supervisor, the Human Resources Department, the Personnel Department, the Safety Department, Security e.g.].

[If you feel uncomfortable discussing your questions, suggestions or concerns about this policy with [the person, the persons, the department e.g.] listed above, you can direct them to the [Human Resources Department, Personnel Department, the Safety Department, Security e.g.] [or the President, CEO e.g.].]