

# Understanding and Preventing Youth-on-Youth Abuse

## Training for Camp Directors

### Learning Journal



# Participant Learning Journal



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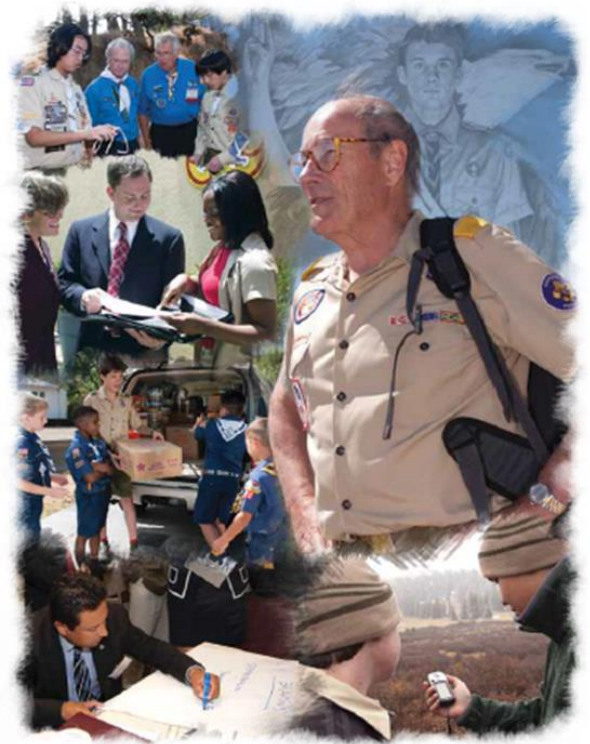
## Camp Director Youth-on-Youth Training

### Course Objectives:

The overall objective of this course is to improve how leaders prevent, recognize, respond to, and report inappropriate youth-on-youth behavior, including inappropriate sexual behavior, that might occur in any Scouting program.

In this course, you will:

- Discuss ways to reduce or prevent inappropriate youth-on-youth behavior.
- Recognize inappropriate youth-on-youth behavior, including inappropriate sexual behavior.
- Explain how to generally respond to inappropriate youth-on-youth behavior.
- State the BSA requirements for reporting inappropriate youth-on-youth behavior.
- Demonstrate the ability to accurately assess and respond to youth-on-youth incidents.



*I work in areas related to child protection and family safety, women's empowerment, the creation of opportunities for youth, and culture and tourism. Daunting? Yes. Impossible? No. In fact, such challenges energize me.*

*- Queen Rania of Jordan*

# The Scout Oath and the Scout Law

## Scout Oath

On my honor  
I will do my best  
To do my duty to God  
And my country  
And to obey the Scout Law;  
To help other people  
At all times;  
To keep myself  
physically strong,  
mentally awake,  
And morally straight.

## Scout Law

A Scout is:  
Trustworthy, Loyal,  
Helpful, Friendly,  
Courteous, Kind,  
Obedient, Cheerful,  
Thrifty, Brave,  
Clean, and Reverent.

## **BSA Policy:**

All adult leaders and youth members have responsibility. Everyone is responsible for acting in accordance with the Scout Oath and Scout Law.

Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership.

For more information, please see the BSA's *Guide to Safe Scouting* and Youth Protection resources available at [www.scouting.org](http://www.scouting.org).

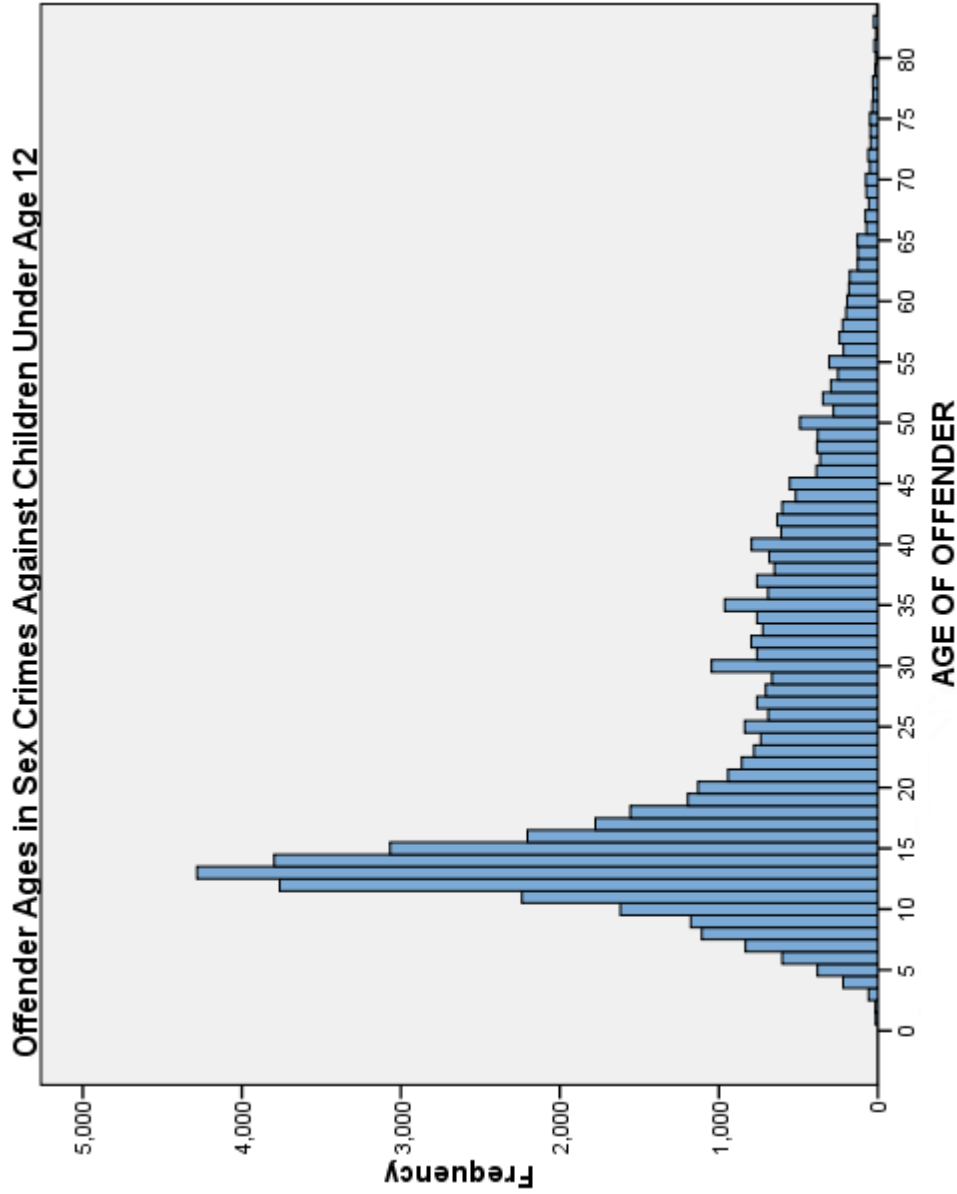
Youth-on-youth incidents are something we would rather not talk or even think about, but we must. Abuse does not always fit neatly into one category or a typical pattern or type of behavior. It may cross into multiple areas, including bullying, hazing, physical contact, sexual talk, initiations, games, exposure to inappropriate materials, and sexual contact and assault. It may be a single incident or evolve over several escalating incidents.

It's important that we remind everyone that youth-on-youth abuse can occur in Scouting during any activity, but especially where observation or adult supervision is limited. This includes overnight activities and events that occur in less-structured environments as well as secluded areas in regular meeting places. Higher risk situations include overnight hotel stays, overnight tenting and camping, and situations involving group latrine and/or showering facilities.

This training cannot cover all possible types of incidents. It is important to remember that good judgment, common sense, and placing the safety of the Scout first will always be of paramount importance.

# The Facts

## Ages of Individuals Committing Sexual Abuse of Children Under 12 Years



Among cases known to law enforcement, about 36 percent of sex crimes against children are committed by other juveniles. There is a very large peak in incidents in early adolescence, then a sharp drop-off in later adolescence.

# Youth and Medication

## MEDICATION USE IN SCOUTING

The following guidance on medication use in Scouting has been developed for Scouts, parents or guardians, and adult leaders. Planning ahead is a key component.

All medication is the responsibility of the individual taking the medication and/or that individual's parent or guardian. An adult leader, after obtaining all the necessary information, can agree to accept the responsibility of making sure a youth takes the necessary medication at the appropriate time, but the BSA does not mandate or necessarily encourage the leader to do so.

BSA council camps may have their own standards and policies regarding the administration of medications. In addition, state or local laws that are more limiting than camp policies supersede any BSA guidance and must be followed.

### Guidance—Eight Elements of Safe Medication Use

#### Annual Health and Medical Record

- All participants in the BSA are required to complete an [Annual Health and Medical Record \(AHMR\)](#).
- Participants must list all medications in the Health History section of the AHMR. There should be no “secret medications.”
- A parent or guardian completing the form may authorize the administration of over-the-counter (nonprescription) medications.
- In addition to the parent or guardian signature, some areas may require a signature from your health-care provider in order for OTC medications to be given. Check with the camp health officer or council health supervisor.

#### Plan

- Before an adult Scouting leader becomes involved in medication management for any youth member, there should be a pre-event discussion between the youth, the parent or guardian, and the adult leader. This should include medication that is self-administered or kept by the youth member.
- Parents are cautioned against using a Scouting event as a “drug holiday” (temporarily suspending administration of medications taken regularly) for their youth member unless specifically instructed by a health-care provider.
- Plans may be simple or more complex based on the length of the outing, the maturity of the youth, and the complexity of the medications being taken.
- Plans may include agreement on the participant's competency to self-administer, medication quantity, labeling, storage, accountability, and emergency situations. Administration information including any specialized equipment or medication (e.g., insulin injections, insulin pumps, emergency medications) needs to be provided to leaders.
- Special arrangements may be needed for events such as Order of the Arrow weekends, jamborees, contingents, and other non-unit-based events.

## Supervision of Medication Administration

- Based on agreement and capacity for self-care, a decision is made on who is responsible for supervision of the medication administration.
- If the participant has the capacity for self-care, the best person to manage his or her own medication may be the youth participant.
- There should be agreement on supervision of the participant taking his or her own medication.
- If a parent or guardian is present, he or she should assume responsibility.
- If a parent or guardian isn't available during the event, a willing adult leader may take responsibility for medication administration to any youth who can't administer his or her own medication.
- The identified leader must be informed by the youth and the parent or guardian as to any special circumstances that might exist.
- Special care must be given by the responsible adult to identify the youth and assure that he or she is getting the right medication at the right time in the right amount.
- A process should be developed for handing off the responsibility should a change in adults be needed (e.g., a leader rotates home or must leave due to an emergency).
- *No adult leader should assume the responsibility unwillingly.*

## Labeling

- Medication sent on an outing should generally be in the original container and labeled with the name of the participant, medication, dose and strength, prescribing health-care provider's name, date of prescription, current instructions for use, special storage, etc.
- In the event that a prescription label is missing or placed on an external package, the internal item (such as a tube or inhaler) should be, at a minimum, labeled with the participant's name, name of medication, and directions for use.

## Storage

- Medications must be stored securely—under “lock and key” (e.g., a locking bank bag) or direct observation.
- This is especially important for controlled substances.
- Most medications should be kept by an adult with some or full control of the process.
- Special medication storage requirements by the manufacturer, such as protection from light or the need for refrigeration, should be discussed during the planning stage. Storage containers or coolers should be provided by the parent or guardian if possible.
- Be sensitive to providing storage for medications in a controlled environment (avoid a hot car or an environment where liquid medications might freeze) to protect the medication.

## Emergency Medication

- Medications that may be needed on an emergent or urgent basis may be carried by the youth participant. A buddy or the responsible adult should be sure the Scout has the emergency medication.
- The youth participant must notify the adult leader immediately if he or she self-administers the emergency medication.
- In many cases, an evaluation or further treatment by a health-care provider may be needed after the use of some emergency medications (such as epinephrine) even if the youth member

feels OK. It may also be necessary to obtain an additional supply if no additional doses are available.

- Leaders must understand how emergency medication is administered (e.g., how to use an epinephrine autoinjector) and be comfortable with that responsibility.
- Leaders must also contact the parent or guardian after the use of an emergency medication. Leaders may use some discretion in reporting the use of an asthma inhaler if that use is somewhat typical for the youth and presents no real risk for continued activity.

## **Nonprescription (OTC) Medication**

- Those nonprescription medications taken routinely or authorized to give should be listed on the AHMR.
- Nonprescription medications may be kept by youth with the capacity to self-medicate.
- Limited supplies of similar medication (safe, common, use approved by parent) may be kept by the adult leader.

## **Accountability**

- The pre-event discussion should include an agreement between the parent or guardian, leader, and participant on some method of keeping track of medication administration.
- Accountability could range from none (although this may not be the best practice) to the use of a medical administration form (see [www.scouting.org/HealthandSafety/Forms.aspx](http://www.scouting.org/HealthandSafety/Forms.aspx) for an example).
- No specific form or process is mandated, but some approach is needed.



# “Youth-Led” Does Not Mean “Adult-Abdicated”

## **BSA Policy:**

- Youth leadership and Scout behavior is monitored by adult leaders.

## **Areas of Concern:**

- Increasing number of youth abuse incidents, damage to property, fights, and code of conduct violations.

## **Areas of Emphasis:**

- The dynamics of longer-term camping
- Leaders taking a break/backseat
- Leaving discipline to boys/camp staff
- Turning a blind eye to pranks/vandalism
- Adopting a “That’s just boys being boys” attitude
- Incident numbers rise as camp progresses
- Traditions vs. approved program

## **Recommendations:**

- Facilitate a youth-led but adult-guided program.
- Monitor youth leadership.
- Provide adequate leadership including the investigation of “sights and sounds.”
- Actively engage as a leader.
- Discuss lights out and bed checks.
- Present pre-camp Youth Protection sessions.
- Discuss differences in the roles of camp staff and adult unit leaders.
- Adults serve in a guidance capacity and may never abdicate that responsibility.
- Anticipate, identify, and monitor high-risk areas specific to programs.

# Tradition vs. the BSA Program

## Areas of Concern:

- Traditions that are not authorized or are prohibited in BSA programs may, in fact, be abuse, harassment, bullying, hazing, initiations, or violations of the Scout Oath, Scout Law, and state law.
- Examples include: initiations and humiliating acts such as paddling a Scout; tying a Scout to a tree; forcing a Scout to sing for lost items; taunting due to physical limitations such as failure to run or the inability to do push-ups.

## Areas of Emphasis:

- Youth or, worse, adults saying, “It’s tradition; we have always done it.”
- Adults turning a blind eye to avoid dealing with it or implicitly accepting the behavior
- Evening and nighttime hours
- Scouts engaging in unsupervised activities in secluded areas
- New-to-Scouting youth and younger youth victimized by older youth seeking retaliation for when they were abused, hazed, or initiated
- Fear of being “the one” to break or end the “tradition”

## Recommendations:

- Evaluate/discuss known camp traditions with camp director or Scout executive.
- Give youth permission/encouragement to report while not being viewed as a tattletale.
- Create an anonymous hotline/report box at camp.
- Provide information on the Scouts First Helpline (1-844-726-8871), which offers 24/7 reporting and support.
- Pre-camp preparation with and by Scoutmasters; discussion regarding unauthorized “traditions” at camp.
- Replace past/known inappropriate “traditions” with Scout-like activities.
- Explain bystanders and upstanders.

# Bullying

## **BSA Policy:**

- No hazing
- No bullying
- No initiations
- No secret organizations
- Discipline must be constructive
- Scout Oath and Scout Law
- Scouter Code of Conduct

## **Areas of Concern:**

- Group/gang bullying (roving bully groups) of youth away from their home unit
- Pushing youth out of meal lines
- Pinning, threatening, touching youth in restroom or shower facilities
- Making fun of/targeting youth with disabilities and other perceived differences that include obesity, sexual orientation, minority or social status, or religious faith
- Pantsing, pulling back/down shower curtains
- Ridicule or group verbal abuse, including serious or excessive teasing (i.e. merit badge or group activities)
- Name calling
- Insulting nicknames
- Derogatory statement about social status, religion, national origin, race, color, ancestry, sexual orientation, disability, personal appearance, intelligence, habits, hobbies, school performance, physical size, ability, appearance, and similar personal subjects

## **Areas of Emphasis:**

- This behavior thrives in the large environment and anonymity of a camp setting.
- Culprits are difficult to identify due to multiple units unknown to each other.

- Fear of reprisal
- Fear by targeted and victimized youth
- Unengaged leaders

**Recommendations:**

- Scout-like behavior does not include any form of abusive behavior. Participating or engaging in abuse may result in immediate removal from camp activities and Scouting. Abuse will be reported to law enforcement when appropriate or required.
- See it, stop it, report it. Remove perpetrators immediately if warranted.
- Pre-camp meeting to explicitly state behaviors that will not be tolerated
- Emphasis on large buddy groups
- Bystander/upstander responsibility
- Recognize those who report/upstanders.
- Require more adult supervision in target areas (latrines, changing areas, showers).
- Emphasize to youth that voicing opinions is OK and safe.

# Recognize the Upstander

An upstander is someone who takes action, particularly when the easiest or most acceptable course is to be a bystander and do nothing. An upstander in Scouting always applies the Barriers to Abuse and the Scout Oath and Scout Law, and does not allow another to be bullied, harassed, or abused.

- Be an upstander; get involved.
- If you see something, stop it.
- If you know or suspect something, report it.
- If you are not sure, seek advice from an expert.

## Scouts First Helpline

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and help in solving or dealing with the problem is needed, 24/7 assistance is available:

CALL 1-844-SCOUTS1 (1-844-726-8871).

## The Facts

- More than one-third of serious physical and sexual abuse incidents are committed by youth (U.S. Department of Justice, Juvenile Justice Bulletin 12/09, “Juveniles Who Commit Sex Offenses Against Minors”).
- Nearly one out of every four students (22 percent) report being bullied during the school year (National Center for Education Statistics, 2015). Further, 19.6 percent of high school students report being bullied at school in the past year; 14.8 percent report being bullied online (Centers for Disease Control and Prevention, 2014).
- Research indicates the peak age for male youth offenders is age 13 to 16.
- Targets of (sexual) abuse tend to be boys and girls three to five years of age younger than the perpetrator.
- Sexual experimentation can lead to abuse.
- Youth offenders who groom and abuse can be of any age or demographic.

# Lack of Respect/ Harassment of Coed Staff and Participants

## Areas of Concern:

- Unwanted advances and harassment of staff
- Unwanted sexual or suggestive advances
- Verbal harassment
- Unwanted touching

## Areas of Emphasis:

- Jokes, smirks, photo taking, pointing, ogling
- “Peeping Tom” activities in private areas
- Leaders and youth “leering” at others in pools, lakefront, climbing wall areas
- Game such as “Guess What Color?” and “ranking” other youth or staff
- Leader comments such as “Females don’t belong at camp” and “Females are inferior counselors”
- Failure of leadership to prepare youth by setting proper expectations and providing proper examples
- Immature youth in co-ed environment
- Youth not accustomed to being around members of the opposite sex

## Recommendations:

- Unit leaders should spell out the limits of acceptable and unacceptable behavior; define expectations.
- Review the Scout Oath and Scout Law.
- Review Scouter Code of Conduct.
- Set the tone as a leader.
- Staff should monitor and report leader and youth behavior and take clear, obvious action where specifically warranted.
- Specifically address respect for leaders, members, and staff; specifically address NO sexual conduct of any type.

# Privacy Invasions by Youth

## **BSA Policy:**

- Inappropriate use of smartphones, cameras, imaging, or digital devices is prohibited.
- Respect privacy of all.

## **Areas of Concern:**

- Youth taking inappropriate pictures of themselves, other Scouts, and staff.
- Adult cyberpredators could be involved, posing as a youth, without the youth's knowledge.
- Images uploaded to the internet can become available worldwide and are permanent.
- Uploaded images can lead to embarrassment, extortion, and sextortion.

## **Areas of Emphasis:**

- Most youth have smartphones.
- The ease of taking pictures/videos
- The ease of uploading and sharing images/videos
- Apps like Snapchat make sent/shared/deleted sexting images difficult for police to recover.

## **Recommendations:**

- Develop a camp policy for the use of cellphones and tablets before camp begins, share the policy with campers, and then follow through.
- Do not allow devices in restrooms.
- Confiscate devices immediately if an incident occurs.
- Notify the target's parents.
- Report to the SCOUTS FIRST Helpline: 1-844-726-8871.
- Notify the Scout executive.
- Notify the appropriate law enforcement office if mandated.

# Inappropriate/Questionable Sexual Behavior of Youth

## **BSA Policy:**

- All adult leaders and youth members have responsibility. Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see the BSA's *Guide to Safe Scouting* and other Youth Protection resources available at [www.scouting.org](http://www.scouting.org).

## **Areas of Concern:**

- Adolescent age and puberty
- Natural curiosity/child development
- Access to pornography on smartphones or tablets
- Media glorification of sexualized/violent behavior
- Parents not reviewing personal safety awareness exercises in handbook insert with youth

## **Recommendations:**

- Pre-camp meeting to explicitly state behaviors that will not be tolerated
- Set clear expectations.
- Make it clear to youth when it's time for lights out.
- Spontaneous two-leader bed checks/tent checks.
- Give youth permission/encouragement to report and not be viewed as a "tattletale."
- Adequate leadership including the investigation of "sights and sounds" during the night.



# Consensual and Non-Consensual Relationships – Youth-on-Youth

BSA policy clearly states that sexual activity and all forms of public displays of affection are prohibited. Public displays of affection include holding hands, frontal embraces, and kissing.

- It is natural for youth to create relationships and friendships
- Supervision, monitoring, and communication by adult leaders are key elements in preventing the following:
  - youth engaging in any form of sexual activity;
  - youth engaging in abusive non-consensual sexual activity or relationships; and
  - youth attempting to meet up.

Strict adherence to Scouting's Barriers to Abuse is key. Adult supervision during tenting and nighttime activities is critical as well as monitoring high-risk areas (e.g., restrooms and changing areas). This also includes not assigning youth members more than two years apart in age to sleep in the same tent and enforcing policies prohibiting the use of alcohol and drugs. Additional key barriers include use of the buddy system and respect for privacy.

# Consensual and Non-Consensual Relationships – Reporting

All incidents of inappropriate activity involving sexual matters, regardless of whether it is consensual, must be investigated and reported to the program director. Non-consensual or abusive conduct must be reported to law enforcement. Inappropriate consensual conduct should normally result in parental notification and immediate removal from the program activity. Inappropriate activity may also result in revocation of membership.

# Responding to Policy Violations and Abuse

There are two types of Youth Protection–related reporting:

- If you witness or suspect any child has been abused or neglected, follow the BSA’s Mandatory Reporting of Child Abuse policy.
- If there is a violation of the BSA’s Youth Protection policies that put a youth at risk, follow the BSA’s Reporting Violations of BSA Youth Protection Policies guidelines.

A violation of BSA Youth Protection policies is not always a case of child abuse. It may indicate a potential for abuse or an action being misinterpreted as violation of a policy, such as no one-on-one contact, which would require steps to educate the violator. Common sense and good judgment must always be used.

# Mandatory Reporting of Child Abuse

While the BSA has mandated that all Scouters are required to report abuse (see Scouting's Barriers to Abuse), state reporting requirements vary. Immediate notification of the camp director and/or the council Scout executive and the Scouts First Helpline (1-844-SCOUTS1/1-844-726-8871) is required to ensure proper reporting has occurred. See "Your Responsibility" (in Scouting's Barriers to Abuse).

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, or exposed to any form of sexual exploitation, including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. No person may abdicate this reporting responsibility to any other person. This duty cannot be delegated to any other person. State laws may mandate how and when abuse is reported; local councils should provide that information to all leaders.

Some states may define emotional abuse requiring mandatory reporting to include serious forms of bullying or harassment, be familiar with what your state requires.

Because these reports are required by law, mandated reporters of abuse should be told they are required to report to proper authorities.

Discuss allegations or reports of abuse only with proper authorities, the Scout executive, and the Scouts First Helpline (1-844-SCOUTS1/1-844-726-8871). This helps prevent rumors, speculation, and misinformation from being disseminated.

# Reporting Violations of BSA Youth Protection Policies

If you have reason to believe any of the BSA's Youth Protection policies, including those described within Scouting's Barriers to Abuse, have been violated and that a youth was put at risk, you must notify the Scouts First Helpline (1-844-SCOUTS1/1-844-726-8871), make a report, and notify your local council Scout executive so he or she may take appropriate action for the safety of our Scouts.

Incidents requiring immediate notification to the Scout executive, camp director, Scouts First Helpline (1-844-SCOUTS1/1-844-726-8871), or event leader (and, if appropriate or requested, law enforcement officials) include:

- Any threat or use of a weapon
- Any negative behavior associated with race, religion, sexual orientation, or disability
- When a call or report to authorities has been made involving an incident occurring during a Scouting activity
- Any mention or threats of suicide (if necessary, immediate additional action should be taken to provide for the safety of the person making the threat)

It's imperative that all leaders demonstrate the ability to accurately assess and respond to youth-on-youth issues.

# Thank you!

Thank you for attending Understanding and Preventing Youth-on-Youth Abuse Training for Camp Directors. We hope you found the training informative but more importantly gained new insights on how you can use your position to better serve Scouting youth.



***The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.***

***Develop an Action Plan***—Put it in writing! Incorporate the training into your work routine. Establish milestone dates and mark them on your calendar.

***Keep Your Goals and Objectives Visible***—Develop a goal chart and track your progress. Use individual goals and phrases as reminders on your computer screensaver.

***Share What You've Learned With Others***—Involve others in the race to mastery. Add your goals to your performance objectives to receive support, and show initiative and accomplishments.

***Evaluate What Works for You***—Review what's been working and what needs improvement. Continue to do what works, modify as needed, and refocus your efforts to incorporate new skills into your personal work style.

***Keep a Positive Attitude***—Change and mastery come with time, practice, and perseverance.

# Appendix



# Youth Protection/Membership Incident Information Form

<http://www.scouting.org/scoutsource/HealthandSafety/GSS/gss01.aspx>

Youth Protection/Membership

## Incident Information Form

(Allegations of abuse, violations of BSA guidelines or policies, inappropriate behavior by a Scout/Scout leader/parent/other)

Please forward this Incident Information Form and supportive documentation to the Scout executive as soon as practical.

Submitting this form to the Scout executive does not eliminate/discharge your responsibility to immediately stop the behavior at issue and to protect the youth, nor your mandatory reporting of child abuse obligations imposed by state law or the BSA's mandatory reporting of child abuse policy.

Incident date: \_\_\_\_\_ Date incident reported to council: \_\_\_\_\_

Council/BSA location where incident occurred (if applicable): \_\_\_\_\_

Incident address: \_\_\_\_\_

City

State

Zip

Report type:  Suspicion/allegation of abuse  BSA policy or guideline violation(s)  
 Other inappropriate behavior by a Scout/Scout leader/parent/other

**Details of incident:** What alleged victim/target/injured party said, what reporter observed/was told, similar or past incidents involving the victim(s)/target(s)/injured party (parties) or violator(s)/offenders(s), etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSON FILLING OUT THIS FORM:** \_\_\_\_\_

Scouting position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone(s): Primary \_\_\_\_\_ Alternate \_\_\_\_\_

Email: \_\_\_\_\_

**PERSON WHO REPORTED THIS INCIDENT:** \_\_\_\_\_

Scouting position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone(s): Primary \_\_\_\_\_ Alternate \_\_\_\_\_

Email: \_\_\_\_\_

**The supplemental information sheet can be used to identify other witnesses.**



**Alleged Victim/Target/Injured Party Information:**

Adult  Youth  Registered  Other

\_\_\_\_\_ Council \_\_\_\_\_ Unit \_\_\_\_\_ Chartered organization

\_\_\_\_\_ Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_

Parent notified?  Yes  No if yes, by whom? \_\_\_\_\_ Date/Time \_\_\_\_\_

**Alleged Policy Violator/Offender Information:**

Adult  Youth  Registered  Other

\_\_\_\_\_ Council \_\_\_\_\_ Unit \_\_\_\_\_ Chartered organization

\_\_\_\_\_ Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_

Parent notified?  Yes  No if yes, by whom? \_\_\_\_\_ Date/Time \_\_\_\_\_

**Reports:**

Was this incident reported to law enforcement?  Yes  No  I don't know

Name of law enforcement agency: \_\_\_\_\_

Date reported: \_\_\_\_\_ Approximate time reported: \_\_\_\_\_

If applicable, was appropriate children and family services/Child Protective Services agency notified?

Yes  No  I don't know

Name of agency: \_\_\_\_\_

Date reported: \_\_\_\_\_ Approximate time reported: \_\_\_\_\_

**Use the Supplemental Information sheet to include additional details.**

# Supplemental Information

(To be used with the Incident Information Form)

- Alleged victim/target/injured party     Alleged policy violator/offender     Witness     Adult     Youth     Registered     Other

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Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_

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Alleged victim/target/injured party     Alleged policy violator/offender     Witness     Adult     Youth     Registered     Other

---

Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_

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Alleged victim/target/injured party     Alleged policy violator/offender     Witness     Adult     Youth     Registered     Other

---

Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_

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Alleged victim/target/injured party     Alleged policy violator/offender     Witness     Adult     Youth     Registered     Other

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Name \_\_\_\_\_ DOB \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

If a youth, parent(s) information: \_\_\_\_\_  
Name \_\_\_\_\_

Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_  
Primary \_\_\_\_\_ Alternate \_\_\_\_\_



# Scouting's Barriers to Abuse

The BSA has adopted the following policies for the safety and well-being of its members. These policies primarily protect youth members; however, they also serve to protect adult leaders. Parents and youth using these safeguards outside the Scouting program further increase the safety of their youth. Those who serve in positions of leadership and supervision with youth outside the Scouting program will find these policies help protect youth in those situations as well.

## **Two-deep leadership is required on all outings.**

A minimum of two registered adult leaders—or one registered leader and a participating Scout's parent or another adult—is required for all trips and outings. One of these adults must be 21 years of age or older.

### ***Patrol Activities***

There are instances, such as patrol activities, when the presence of adult leaders is not required and adult leadership may be limited to patrol leadership training and guidance. With proper training, guidance, and approval by troop leaders, the patrol can conduct day hikes and service projects.

### ***Adult Supervision/Coed Activities***

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those for parents and children. All male and female adult leaders must be 21 years of age or older, and one must be a registered member of the BSA.

**One-on-one contact between adults and youth members is prohibited.** In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

**The policies of two-deep leadership and no one-on-one contact between adults and youth members also apply to digital communication.**

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

**Age-appropriate and separate accommodations for adults and Scouts are required.**

### ***Tenting***

No adult may share a tent with a member of the opposite sex unless that person is his or her spouse.

No youth may share a tent with an adult or a person of the opposite sex other than a family member or guardian. Assigning youth members more than two years apart in age to sleep in the same tent should be avoided unless the youth are relatives.

### ***Shower Facilities***

Whenever possible, separate shower and latrine facilities should be provided for male and female adults as well as for male and female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

**The buddy system should be used at all times.**

The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Buddies should be strongly encouraged to select each other, with no more than two years' age difference and the same level of maturity. When necessary, a buddy team may consist of three Scouts. No youth should be forced into or made to feel uncomfortable in a buddy assignment.

**Privacy of youth is respected.** Adult leaders and youth must respect each other's privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter changing or showering areas for youth only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.

**Inappropriate use of smartphones, cameras, imaging, or digital devices is prohibited.**

Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

**No secret organizations.** The BSA does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

**Youth leadership is monitored by adult leaders.** Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure BSA policies are followed.

**Discipline must be constructive.** Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

**Appropriate attire is required for all activities.**

**No hazing.** Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

**No bullying.** Verbal, physical, and cyberbullying are prohibited in Scouting.

**Mandatory Reporting of Child Abuse**

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material.

The reporting duty cannot be delegated to any other person.

Immediately notify the Scout executive of this report, or of any violation of the BSA's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information: [www.childwelfare.gov](http://www.childwelfare.gov)

**All adult leaders and youth members have responsibility.** Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see the BSA's *Guide to Safe Scouting* and Youth Protection resources.

**Units are responsible to enforce Youth Protection policies.** Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

**The following incidents require an immediate report to the Scout executive:**

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any situation where the BSA's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem, contact the BSA's Member Care Contact Center at 972-580-2489, or send an email to [youth.protection@scouting.org](mailto:youth.protection@scouting.org).

**Link to the Youth Protection/Membership Incident Information Form:**

[http://www.scouting.org/filestore/pdf/680-676\\_WEB.pdf](http://www.scouting.org/filestore/pdf/680-676_WEB.pdf)



**Your Responsibility**

1. Stop the policy violation or abuse.
2. Protect the youth.
3. Separate alleged victim(s) from alleged perpetrator(s).
4. Summon needed assistance (911, EMS, additional leaders, etc.).
5. Notify parents.
6. Notify the appropriate Scouting professional.

**Chartered Organization Responsibility**

The head of the chartered organization or chartered organization representative and their committee chair must approve the registration of the unit's adult leaders.

**Link to the Local Council Locator:**

<http://www.scouting.org/LocalCouncilLocator.aspx>

**Link to the Bullying Prevention Guide:**

<http://www.scouting.org/filestore/training/pdf/BullyingPreventionGuide.pdf>

# Procedures for Maintaining Standards of Membership and Leadership

## Appendix X

### **Youth-on-Youth Inquiry**

Information to gather and consider when evaluating allegations of sexual abuse, bullying, hazing, etc., involving only youth members.

1. Names of alleged victim(s), perpetrator(s), and witness(es).
2. Independent individual accounts of the incident after the parties were separated.
3. What type of (alleged) behavior/contact occurred? Be specific.
4. Was there more than one (alleged) perpetrator or victim?
5. Who initiated the behavior/contact?
6. Was it consensual (usually similarly aged youth) or coerced?
7. Is there a size difference between victim and perpetrator?
8. Is there an age difference between victim and perpetrator?
9. Is there a social difference between victim and perpetrator?
10. Is there a leadership role difference between victim and perpetrator?
11. Is there a cognitive difference between victim and perpetrator?
12. Was this a one-time incident or were there prior incidents, i.e., bullying, threats, fighting, etc., involving the victim and/or the perpetrator?
13. Do any of the involved parties have a history of problematic behavior or known psychological or special needs (i.e., ADHD, autism spectrum disorder, etc.)?
14. Was this part of an initiation, ritual, or hazing? If so, what does the initiation involve?
15. Was this a game? If so, what is the name of the game and how is it played?
16. Was there any element of humiliation or coercion or threats?

# Reporting Checklist

There are several things that you should always do when responding to suspected abuse or Youth Protection violations:

- Immediately stop the abuse or policy violation.
- Protect the youth and ensure they are in a safe environment.
- Separate the alleged victim from the alleged perpetrator and gather information as to what happened.
- Call 911 for assistance if someone may be in danger or medical attention is required.
- The BSA's Mandatory Reporting of Child Abuse policy requires an immediate report to law enforcement or state CPS.
- Collect all of the facts.
- Accept the fact that good Scouts may do bad things and do not blindly defend or dismiss reports.
- Ensure that parents are notified (consider to whom and when notification should be made from the perspective of parents).
- Notify the appropriate Scouting leaders (unit leader, camp director, council Scout executive, etc.).
- If a serious incident occurs, immediately contact the SCOUTS FIRST Helpline at 1-844-726-8871 and complete the Youth Protection/Membership Incident Information Form.
- Remember that failure to take action may actually reinforce the bad behavior and cause more harm.
- Remember that youth discipline must be constructive and supervised.
- Always be guided by:
  - The Scout Oath and Scout Law
  - Scouter Code of Conduct

Prior to the beginning of camp, the camp director should have a conversation with the Scout executive concerning specific policies and procedures. They should also take this time to discuss any known issues or areas of concern.

It's a good idea to always *be prepared*, just as the Scout motto says. To do this, keep emergency notification numbers and reports updated and readily available. Know your local mandatory reporting agency and have their current contact information. Regularly update and carry your Scout executive's and their designee's contact information. Carry Scouts' Annual Health and Medical Record, as well as Youth Protection/Membership Incident Information forms with you to all activities.



# BOY SCOUTS OF AMERICA

## SCOUTER CODE OF CONDUCT

On my honor, I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with youth protection training requirements. I will be familiar with and follow:
  - a. BSA youth protection policies and guidelines, including mandatory reporting:  
<http://www.scouting.org/YouthProtection.aspx>
  - b. *The Guide to Safe Scouting*: <http://www.scouting.org/scoutsource/HealthandSafety/GSS.aspx>
  - c. The Sweet Sixteen of BSA Safety:  
<http://www.scouting.org/scoutsource/HealthandSafety/Resources/sweet16.aspx>
4. When transporting Scouts, I will obey all laws, comply with youth protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to, those relating to:
  - a. Unauthorized fundraising activities
  - b. Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
  - c. Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
  - a. Any criminal suspicion, charges or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
  - b. Any investigation or court order involving domestic violence, child abuse, or similar matter
  - c. Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms or dangerous weapons.
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations and policies:
  - a. Alcoholic beverages or controlled substances, including marijuana.
  - b. Concealed or unconcealed firearms, fireworks, or explosives.
  - c. Pornography or materials containing words or images inconsistent with Scouting values.
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities which would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.

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Signature

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Date

# Notes



# Notes



# Notes

