

Texas Wesleyan University

Minors on Campus Policy

General Description

This policy outlines the requirements of faculty, staff, students, volunteers and others who are assigned to work with minors and informs all members of the University community of their obligation to report any instances of known or suspected abuse or neglect of minors.

Purpose

Texas Wesleyan University hosts minors on campus in a variety of ways, such as external events held on campus, classes, campus tours, and is dedicated to the welfare and safety of minors who visit campus, participate in University programs, or are entrusted to Texas Wesleyan University's care.

Scope

All Texas Wesleyan University faculty, staff, student employees, students that are assigned to work with minors and all volunteers performing services on behalf of Texas Wesleyan University.

Exceptions: This policy and its requirements do not apply to:

1. Single performances or events that are open to the general public and are not intended for minor children.
2. Events or functions that may be attended by minors who are accompanied by their parents/guardians. This exception does not apply if the minors will be separated from their parents/guardians.

Terms & Definitions

Camp	Camp is defined by SB1414 as involving one or more minors and lasting four or more days, with any part of a day counting toward the four days, which need not be consecutive days. Camps require successful completion of Texas Education Code 51.976 approved Texas Camps Online Training Module and a criminal background check.
Child Abuse	Child abuse exists when there is endangerment of a minor's physical or mental health due to injury by act or omission, including acts of sexual abuse.
Employee	Employee is any regular, part-time, or temporary faculty or staff member or student employee of the University.
Minor	Minor is a person under the age of eighteen (18).
Program	Program is defined by Texas Wesleyan University as a scheduled event that includes minors, but may not constitute a camp as defined by Texas Education Code 51.976.

	Programs may include, but are not limited to events such as a laboratory observation/experience, internship, workshop, project, lesson, practice, a campus tour, etc. Programs require successful completion of a Protecting Children on Campus Training Module and a criminal background check.
Student	Student is defined as student employees or students that are assigned to work with minors.
Texas Education Code 51.976	Texas Education Code 51.976 contains specific requirements relating to sexual abuse and child molestation training and examination for individuals associated with certain programs for minors held on campuses of institutions of higher education, providing penalties.
Volunteer	Volunteer is defined as anyone performing volunteer services on behalf of Texas Wesleyan University.

Training & Background Checks

All Texas Wesleyan University employees and volunteers are required to complete the following requirements prior to working with minors. Failure to do so may result in disciplinary action in accordance with University policy. A break in service great than 12 months or change in position will mandate that the following requirements be repeated in accordance with Human Resources background check requirements. All members of the University community are also required to abide by the reporting requirements and code of conduct below.

All employees and volunteers that are assigned to work with minors are required to successfully complete a criminal background check through the Office of Human Resources upon hire, or if not an employee, when becoming involved with or appointed to a non-employment position that is assigned to work with minors; and are required to successfully complete a Protecting Children on Campus online training module administered by the Office of Risk Management upon hire, or if not an employee, when becoming involved with or appointed to a non-employment position that works with minors every 2 years thereafter.

All employees and volunteers that are assigned to work with minors participating in an official Camp must successfully complete an approved Texas Education Code 51.976 Texas Camps Online Training Module administered by the Office of Risk Management, in addition to successful completion of a criminal background check. It is the responsibility of the employee or volunteer to report any changes to their criminal record or charges filed against them to Human Resources immediately.

Types of Abuse and Identification

The types of abuse include physical abuse, neglect, sexual abuse, and emotional abuse.

Sexual abuse is any sexual act between an adult and a minor or between two minors when one exerts power over the other. Warning signs differ by the age of the minor. Possible warning signs include:

- a. Sexual behavior or language that is not appropriate for the minor's age
- b. Overly compliant behavior
- c. Withdrawal or depression
- d. Unexplained anger
- e. Refusal to be left alone
- f. Finding reasons not to go home
- g. Finding reasons to avoid being with a specific person that the minor used to spend time with
- h. Self-mutilation
- i. Failing grades or a change in school behavior
- j. Bed-wetting or bowel-movement accidents in minors who have previously outgrown them

Physical abuse exists when a minor is suffering from, has sustained, or may be in immediate danger of suffering from or sustaining a wound, injury, disability, or physical or mental condition caused by brutality, neglect, other actions or inactions. Physical abuse may be detected by signs such as:

- a. Injuries such as burns, marks, and scalds
- b. Bruising which is repeated and on parts of the body where accidental injury would be unlikely to occur
- c. Untreated injuries

Code of Conduct for Interacting with Minors

1. Do not spend time alone, whether on or off campus, with a minor away from others. If one-on-one interaction is required, meet in open, well-lit rooms or spaces with windows observable by other adults from the camp or program.
2. Do not meet with minors outside of established times for camp or program activities. Any exceptions require parental authorization and must include more than one adult from the camp or program.
3. More than one adult must accompany minors to the restroom. Minors should never be alone with only one adult in any areas.
4. Do not touch minors in a manner that a reasonable person could interpret as inappropriate.
5. Do not tell sexual jokes, make sexual comments, share or view sexually explicit material, or engage in sexual actions with or within the vicinity of minors.
6. Do not engage in abusive behavior of any kind toward or in the presence of a minor, including but not limited to verbal abuse, hitting, punching, poking, or restraining, except as necessary to protect a minor or others from harm. All incidents involving such conduct, whether or not necessary to protect a minor or others from harm, must be documented and disclosed promptly to the camp or program director and the minor's parent/guardian.
7. Do not engage or converse with minors through email, text messages, social networking websites, or other forms of social media unless there is an educational, camp or program purpose and the content of the communication is consistent with the mission of the University.
8. Do not tell minors "just between you and me" or use similar language that encourages minors to keep secrets from their parents/guardians and others.

9. Do not use, possess, or be under the influence of alcohol or illegal drugs while on duty or when responsible for a minor's welfare.
10. Do not shower, bathe, or undress with or in the presence of a minor.

Reporting Requirements

Every person, whether they are assigned to work with minors or not, is required by law to report known or suspected instances of the abuse of, neglect of or inappropriate interactions with minors. Individuals making reports in good faith are protected from criminal and civil penalty for making a report. All types of suspected abuse or neglect should be reported.

External Reporting: Texas law requires every person to make a report when they suspect sexual or physical abuse or neglect of a minor. Failure to report is a Class A misdemeanor. The required report may be made to the Texas Department of Family and Protective Services Abuse, Neglect and Exploitation Reporting System.

Call Texas Wesleyan University Security at 817-531-4911. Texas Abuse Hotline: 1-800-252-5400 Online Reporting for situations that do not require an emergency response or action in less than 24 hours: <https://www.txabusehotline.org/Login/Default.aspx>

Internal Reporting: Every person has a further obligation to report known or suspected abuse or neglect of a minor on campus or in a camp or program immediately to Texas Wesleyan University. Reports may be made to: Texas Wesleyan University Security at 817-531-4911, Office of Risk Management at 817-531-4286, or Campus Conduct Hotline by calling 866-943-5787 or online at <http://www.campusconduct.com/incident.aspx>

Consequences of Policy Violation

Failure to abide by this policy may result in disciplinary action in accordance with University policy. Texas law requires every person to make a report when they suspect sexual or physical abuse or neglect of a minor. Failure to report is a Class A misdemeanor.