

Kiwanis International Youth Protection

Policies in Practice

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Why Youth Protection Matters





Why Youth Protection Matters

Through KYP, Kiwanis serves over 250,000 youth each year

- Globally, 1 in 4 youth will suffer some type of abuse or maltreatment - *World Health Organization*
- 85% of child abuse victims never report their abuse
- Abuse is usually at the hands of a known acquaintances and family member **NOT** strangers
- More than 90% of abusers are people children know, love and trust



Why Youth Protection Matters

- Suicide is the 2nd leading cause of death in children and adolescents in the US
- Suicide is the 2nd leading cause of death in 15-29 age group globally
- Risk factors
 - exposure to violence
 - impulsivity
 - aggressive or disruptive behavior
 - access to firearms
 - bullying
 - feelings of hopelessness or helplessness
 - acute loss or rejection



Kiwanis Student & Youth Protection Goals

Protect, educate and engage all Kiwanis members youth and adult.

1. Protect youth members from predators
2. Empower and educate adult members with best practices when working with youth
3. Provide youth with positive skills development tools designed to inspire and engage our future leaders to be their best



Youth Protection ABCs

- ✓ **A – Accessible, high quality training and resources**
- ✓ **B – Background Checks and Beyond**
- ✓ **C – Culture of Care**



[Go to Kiwanis.org/youth protection](https://www.kiwanis.org/youth-protection)



YOUTH PROTECTION

As the premier provider of youth service clubs and programs, Kiwanis International holds itself and its members to the highest standards of conduct and awareness.

Each year, more than 300,000 youth take part in Kiwanis Service Leadership Programs like K-Kids, Builders Club and Key Club. And Kiwanis reaches millions more youth around the world through club and district service projects. When we work with and mentor youth during projects and activities, their care and welfare are entrusted to us.

Kiwanis members must know how to protect the youth with whom we interact. When we all share this commitment, we also protect ourselves and the organization we value.

Kiwanis International has taken extensive action to equip Kiwanis clubs, districts and Service Leadership Programs with the tools to provide safe and secure environments for youth.

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A- Accessible Training YP Policy Training

Education

- Every Kiwanis club is expected to inform and educate its members on these guidelines, best practices and required actions for individuals who become aware of youth in potentially harmful situations
- Districts will have forums or workshops at conventions and conferences.
- Club Leadership Education for YPG is currently unavailable in Kiwanis Connect. Training slides will be on:
 - *Kiwanis.org/youthprotection website*



YOUTH PROTECTION POLICIES & PROCEDURES (effective February 2020)

These policies can be found in Kiwanis International Policies and Procedures as Procedure 432.

All adults working with youth under the age of 18 at any Kiwanis event are required to read/understand, agree to and abide by these policies.

Education: Every Kiwanis club is expected to inform and educate its members on these guidelines, best practices and required actions for individuals who become aware of youth in potentially harmful situations. This education must occur annually, including providing a copy of these guidelines to each club member. Every Kiwanis district is expected to provide an educational forum or workshop at every district-produced convention and conference regarding guidelines and best practices for adults working with youth, using materials provided by Kiwanis International.

Chaperone: A chaperone is defined as a Kiwanis member, faculty member, parent, legal guardian or person who is in loco parentis, twenty-one (21) years of age or older, who has been approved by the school or agency and registered with the school or agency to accompany the youth members at the specific event.

Chaperone addition (Effective May 1, 2020): A minimum of one adult per 10 students must be serving as chaperones during the entirety of the event. All chaperones (club members and non-members) participating in any single-day or overnight service leadership program event must have a clear criminal history background check and must have completed Kiwanis International annual youth protection training. Additionally, chaperones must follow all applicable policies and procedures. (See also Procedure 432.)

Criminal history background checks: Kiwanis International requires clubs to have a clear criminal history background check for any club member serving as an advisor to any Service Leadership Program club. The check must be conducted and verified by Kiwanis International. Persons without a clear criminal history background check may not serve as the advisor. Approved background checks shall be valid for no more than two years. Kiwanis advisors shall acquire a new criminal history background check upon their initial appointment to the position.

District administrators for Service Leadership Programs (Effective May 1, 2020): Kiwanis International requires all SLP district administrators to complete an application process, which includes submission of a completed application, having a clear background check conducted and verified by Kiwanis International and completion of Kiwanis International youth protection training and any other elements that may be required by Kiwanis International. After receipt of an individual's application and verification of all required elements, Kiwanis International will review the information and decide, in its sole and absolute discretion, whether the individual is accepted to become an SLP district administrator. Kiwanis has no obligation to allow an individual to become an SLP district administrator based solely on a "clear" background check. Denial may be appealed via the process outlined in Procedure 197.

Overnight events (Effective May 1, 2020): All adults (club members and non-members) registered for or staying overnight at any Service Leadership Program event must have a clear criminal history background check and must have completed Kiwanis International annual youth protection training. However, parents/guardians of participating students who are not chaperones may attend the event for a maximum of one overnight stay without a criminal history background check.



A – Accessible Training Youth Protection courses

The screenshot shows a web browser window displaying the 'Learner Dashboard' for Praesidium Academy. The URL is 'praesidiumacademy.com/learn/dashboard'. The user is logged in as 'Melissa McMann'. The dashboard features a large image of three smiling children in blue shirts. Below the image, there is a 'Welcome to Praesidium Academy' message and a 'Take a Tour of Academy' button. At the bottom, there is a progress bar with sections for 'In Progress (2)', 'Learning Paths (0)', 'Completed (4)', and 'Certificates (0)'. A 'Start Course' button is visible for the 'Safety Equation Series: Monitoring and Supervision (ENG)' course.

- Kiwanis SLP Advisors, District Admins, Risk & Youth Protection managers are required to complete modules assigned to their role.
 - Enrolled in system when assigned role.
- Chaperones to youth hosted SLP events required to complete "Chaperone" youth safety training modules.
 - Names of chaperones should be emailed to youthprotection@kiwanis.org to be added manually.
- Members (club president, secretary, etc.) are not required, but can access all courses.
 - Self-initiate by clicking "create Praesidium account" on Kiwanis Connect member page.
- Faculty Advisors are not required to completed courses but can be given access.

Youth Protection Courses

- Developed by Praesidium, Inc.
- ***7/2021 Any completed courses migrated from Armatus to Praesidium Academy system**
- ***Password reset needed**



A – Accessible Training

Policy – SLP Advisor Background checks

Background checks for Kiwanis SLP Advisors

- Kiwanis International requires clubs to have a clear criminal history background check for any club member serving as an advisor to any Service Leadership Program club (SLP). SLPs include:
 - Circle K International
 - Key Club
 - Builders Club
 - K-Kids Club
 - Aktion Club





Policy in Practice

When Faculty Advisors Need Background Check Scenarios

Scenario 1

Faculty advisor only works with students on school premises for meetings and events.

School background check is sufficient. Advisor should have our Kiwanis Youth Protection Policy and adhere to either our standards or schools' standards of conduct, whichever policy has the stricter guidance.

Scenario 2

Faculty advisor works with students on school premises and attends events outside of the normal school activities such as overnights with students.

Faculty advisor will be required to have an approved background check through the Kiwanis vendor for any and all overnight stays. They will be required to take our chaperone training via Praesidium Inc. and annually review our Youth Protection Policies.



A – Accessible Training

Chaperone Policy for Youth Programs



- Must be 21 years old or older. (**Some districts require an older age.*)
- All chaperones (club members and non-members) participating in any single-day event off school premises or overnight Service Leadership Program sponsored event must have a clear background check;
- Must have completed Kiwanis International annual youth protection training.
- Must follow all applicable Youth Protection policies and procedures.
- A minimum of one adult per 10 students must be serving as chaperones during the entirety of the event.



A – Accessible Training Overnight Chaperone Policy

- Each overnight Kiwanis sponsored youth event must have a minimum **1 chaperone per 10 students**.
 - Adult chaperones must include **1 adult male for each 10 youth males or part of 10 youth males AND 1 adult female for each 10 youth females or part of 10 youth females**.
 - Adults **MAY NOT** share sleeping quarters with students unless it is their child or in a bunkhouse/camp cabin setting.

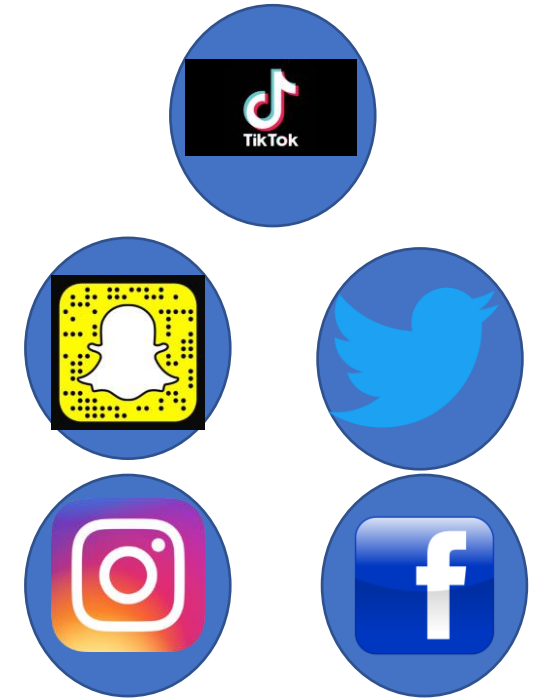




A – Accessible Training

Social Media & Communication Policy

- **Best bet:** connect via a club page/account and not individual youth member accounts.
- **Never initiate** following, friending, or liking posts and pages of individual students.
- Treat all social posts and interactions as public facing.
- **Never** post pictures of youth on your personal social media pages,
- Follow the **Rule of 3**, always include parents/guardians or another adult (Kiwaniis or Faculty Advisor, DA, or District YP Manager).
 - Avoid 1:1 texts
 - Avoid 1:1 emails





YP Policy & Practice

Safe Virtual SLP Club Meetings

We advise programs to have at least 2-3 background checked adults (advisors or chaperones, etc.) participate in virtual programs, whether these are with small or large groups.

- Regardless if you have 30 youth or 5 youth, the recommendation would be to have **at least 2** adults if possible.

Having at least 2-3 adults discourages any inappropriate one-on-one engagement and can help hold the student members and the other advisors/chaperones accountable to the code of conduct or any other program guidelines.





YP Policy & Practice

• Transportation Best Practices

- At least three people in a car
- Student(s) ride in the back seat/rows
- Approval required from parents/guardian
- Follow local school/local





A – Accessible Training YP Policy

Medication

- Possession of prescription and non-prescription medications should only be allowed with *written* permission from parent or guardian.





A – Accessible Training YP Policy

Reporting guidelines:

- If a Kiwanian observes troubling behavior involving a youth at a Kiwanis event or becomes aware of a situation that is illegal or potentially unsafe for a young person at a Kiwanis event, the Kiwanian **must** immediately:
 - Contact the appropriate personnel on-site.
 - Provide notification to law enforcement personnel as appropriate.
- If the Kiwanian becomes aware of the troubling behavior after the event, they **must**:
 - Contact leaders of the event.
 - Provide notification to law enforcement personnel as appropriate.
 - All local, state, provincial and federal laws regarding reporting must be followed.



Youth Protection Abuse Reporting Helpline

YOUTH PROTECTION HELPLINE 866-607-SAFE (7233)

- Kiwanis International launched new dedicated Kiwanis Youth Protection Helpline
 - Staffed 24 hrs./7 days a week by trained professionals
 - Kiwanis SLP and adult members can report inappropriate behavior, abuse or policy violations
 - Calls then routed to Youth Protection team
 - Callers may remain anonymous.

Kiwanis Background Checks





Youth Protection Requirements by KI Position

	Current Background check on file with KI	Review YP Policy annually	Required to Complete Praesidium youth safety courses	Optional – complete Praesidium youth safety courses
KI International Board/KYP Board	X	X		X
KI Staff	X	X	X	
District Governors	X	X		X
District Governor-Elects	x	X		X
SLP District Admins	X	X	X – 6 courses	
KI member SLP Advisor	X	X	X – 6 courses	
Teacher/Faculty Advisor (not KI member)	X - If serving as chaperone off school grounds	X		X
KI member chaperoning SLP event	X	x	X – 3 courses	
Non-KI member chaperone	X	X	X – 3 courses	
KI club President or member, not working with youth		X		X



Background Checks & Beyond Requirements



- **ALL SLP Kiwanian Advisors must have a Kiwanis cleared background check.**
- All chaperones (club members and non-members) participating in any single-day off school premises or overnight SLP sponsored event must have a clear background check.
 - Kiwanis partnered with BGC vendor SafeVisitor – Safe Hiring Solutions to conduct US & Caribbean searches.
 - Canadian SLP Kiwanian Advisors are required to obtain local police service and submit to KI.



Background Checks & Beyond

Obtain link for Non-U.S. Members



- For Canadian residents, please obtain a vulnerable sector check through your local Canadian police service. Upon your receipt of the results, mail the original to Kiwanis International for verification.



- For Caribbean, European, ASPAC countries outside of US, contact backgroundchecks@kiwanis.org to request an individual link be sent to the KI member/advisor.



- Our background check vendor, Safe Hiring/Visitor Solutions, works with international government agencies for screening.



Generate background check invitations in Kiwanis Connect

US Club Secretary can generate invitation

- ✓ Go to Secretary Dashboard/Member Admin tab
- ✓ Click on “envelope” icon to send email with individual member’s link to complete background check

US member can click link in Kiwanis Connect

Melissa McMann
Fishers(K19392) | Member ID: (

This area of the Club Management System is for club or district leadership position details. For assistance, contact kiwanisone@kiwanis.org

Background Checks

US KI members can generate individual link.
NonUS members should email backgroundchecks@kiwanis.org

Member Admin Monthly Report Annual Report Finances

Management

Excel Directory Printable Directory New Member

management page displays a list of all the current members of your club. Use the tabs below this paragraph to view current and former members as needed. Click the appropriate icon in a specific member’s row to view, edit or delete a member’s information. NOTE: The ability to edit or delete a member’s information varies based on what privileges are assigned in the system. Send an email to memberservices@kiwanis.org if you have any questions.

Corporate Honorary Satellite Former Life Member Spouse Multi Club

Members

Search:

ID	Email	Details	Edit	Delete	Background Check ?	Renewal
						Expires 2021/10/29
						Expires 2021/10/29
						Expires 2021/10/29
						Sent on 2020/01/27



Working Toward the Future

Our goal is to reach & maintain
100% background check
compliance for advisors of all
Kiwaniis Youth Programs.





YP Compliance by Program

As of July 2021	Key Club	Circle K	Builders	K-Kids	Aktion
All SLPs	5430	477	1434	1243	346
KI Sponsored SLPs	4972	470	1413	1220	330
KI Advisors on record	3202	354	839	735	250
KI Advisor background checked	2985	333	798	673	249
Completed annual training	1544	181	477	492	120
% Of SLPS sponsored by KI Club	92%	99%	99%	98%	95%
Clubs with KI advisor on record	59%	74%	59%	59%	72%
Advisors with KI Background check	93%	94%	95%	92%	99.6%
Total % of KI SLPs w BGC Advisor	64%	75%	59%	60%	76%
% of clubs completed annual training	48%	51%	57%	67%	48%



Background Checks & Beyond Tips for Club Success

- Club secretaries should consistently monitor the background check status of their club's Kiwanis Advisors. This information lives in Kiwanis Connect.
- Create a plan to replace Kiwanis Advisors, if needed.
- Remind clubs they can budget annually for the \$25 expense. This may be taken from either the administrative or service account.

Creating a Culture of Care





C- Culture of Care

What is Creating a Culture of Care?

- Our Culture of Care initiative provides students with the training and resources to be leaders in their school in
 - preventing bullying,
 - reducing incidences of violence,
 - understanding healthy relationships and
 - personal boundaries and more.





Culture of Care Online Training & Resources

- Positive Youth & Young Adult development resources
- Parent resources on youth development
- Adult leader resources on youth & young adult resources





Creating a Culture of Care Certified Champion Students

Key Club Students

- FY2020 - 80 students given curriculum & certificates to lead club discussions and activities
- Hold Champions check-in meetings
- Email campaign
- April - workshop held at GATC
- July '21 – 4 workshops at Summer Leadership Summit
 - 342 individual virtual attendees (adults & students)
 - 10 in person attendees

Culture of Care Workshops

Healthy Boundaries – Out of Bounds

You Talking to Me? Effective Peer Communication

Removing Blindfold: Bystander Intervention 101

Training the Trainer



Creating a Culture of Care Curriculum & Certification

Circle K International

- ICESAHT developing curriculum for students to lead club discussions and activities
- April - Feedback session at GATC
- July '21 - Workshops at ELC
 - 30 virtual CKI students/189 adults
 - 5 in-person CKI students/adults

Culture of Care Workshops

Dating & Healthy Relationships

How to Access Resources on
Campus

How to be an Upstander

Training the Trainer



Creating a Culture of Care What's Next?

- Expand Culture of Care to more students
- Anti-bullying conversation w/KCI & CKI leaders
- Erika's Lighthouse partnership for Key Club and Builders Club
- Active Minds partnership for Circle K International

KI Youth Protection Week

October 11-15, 2021

- Encourage clubs to schedule annual YP training prior to volunteering w/SLPs
- Policy training webinars
- What you need to know about Kiwanis background checks
- What you need to know about Praesidium Inc.'s youth protection courses
- Hosting District Risk Mgr + YP Mgr seminar





Email inquiries & requests



- [Kiwanis.org/youthprotection](https://www.kiwanis.org/youthprotection)



- Backgroundchecks@Kiwanis.org



- YouthProtection@Kiwanis.org



- CultureofCare@Kiwanis.org



Questions

