YOUTH PROTECTION POLICY

After reading the Jesuit High School Youth Protection Policy, please sign and return the "Receipt and Acknowledgement"page.

Jesuit High School ("School") commits itself to the protection of School students from sexual misconduct and abuse through the education and training of faculty, staff, coaches, clergy and volunteers about the causes, signs, and appropriate responses to sexual abuse and the prevention of such abuse.

This policy applies to School faculty, staff, coaches, clergy and volunteers at all times while on campus or engaged in any school-sanctioned activity, regardless of location or whether on or off duty. The authority and foundation of this policy derives from the Jesuits West Province of the Society of Jesus, the Archdiocese of Oregon, the laws of Oregon, and the dignity of human persons.

I. Guidelines for Appropriate Behavior with Students

This policy is intended to guide School faculty, staff, coaches, clergy and volunteers in conducting themselves with students in a manner that reflects the highest standards of behavior and professionalism expected and required of them, as well as to identify appropriate boundaries between students and faculty, staff, coaches, clergy, and volunteers. Breaching these boundaries constitutes, at a minimum, an abuse of power and a betrayal of trust warranting discipline, up to and including employment termination or revocation of volunteer status.

Some activities may seem innocent and harmless from an adult's perspective, but may be perceived as flirtatious, sexually suggestive, or abusive from a student's point of view. Appropriate interactions between faculty, staff, coaches, clergy, volunteers and students constitute a positive part of school life and ministry. The objective of this policy is not to restrain appropriate, positive relationships between faculty, staff, clergy, volunteers and students, but rather to prevent relationships and/or interactions that could lead to, or may be perceived as, sexual misconduct or abuse.

It is the responsibility of faculty, staff, coaches, clergy and volunteers to read, understand and comply with the terms of this policy. Thus, it is crucial that all covered individuals learn this policy thoroughly and incorporate and apply its principles and examples of acceptable and unacceptable behaviors to their daily activities.

Beyond the policy terms, faculty, staff, coaches, clergy and volunteers must take all reasonable measures to avoid situations that could raise suspicions or concerns by students, parents, colleagues, or other individuals.

A. Physical Contact with Students

As a general premise, physical contact between faculty, staff, coaches, clergy and volunteers and students should be avoided. Reasonable space must be maintained between faculty, staff, clergy and volunteers and students at all times. No physical contact should ever occur when alone with a student.

There will be times when faculty and staff are alone with students to discuss legitimate educational issues, including discipline, academic performance, counseling, or social-emotional support that serves the interest of the student, for example. If at all possible, faculty and staff should meet one-on-one with students in a public space, such as libraries, open classrooms, or in places observable by others, such as offices or classrooms with transparent windows and unlocked, ajar doors. When supporting students with sensitive issues, it is appropriate to provide a private setting. To maintain transparency, it is also good practice to let others knows when and where meetings with a student will occur.

Brief, limited, consensual physical contact with a student may be appropriate under certain circumstances. These include academic, athletic, religious, or other school-related activities in the context of student support, acknowledgement, encouragement, rapport or the liturgical action of the Sign of Peace.

Adults should avoid any physical contact with a student that is not initiated by the student, except as part of ceremonies, presentations, or gestures of encouragement, support, Christian love and acceptance. Touches and embraces that are or may be experienced or perceived as uncomfortable or unwelcoming to the individual are strictly prohibited.

Any contact motivated in whole or in part by affection as a component of interpersonal attraction is strictly prohibited, regardless of whether initiated by the student or the adult.

Applying these principles, examples of **appropriate physical contact** between faculty, staff, coaches, clergy, volunteers and students include:

1. Pats on the shoulder, arm, or back;
2. Handshakes;
3. “High-fives,” fist bumps, and hand-slapping;
4. Holding hands during prayer; and
5. Hugs (in limited situations, such as congratulations, condolences or the Sign of Peace).

If faculty, staff, coaches, clergy or volunteers are unsure whether physical contact of some nature or form is appropriate, the contact *must be avoided* until clarification is obtained by inquiring of a school administrator as to whether such contact violates this policy.

Further applying these principles, examples of **inappropriate physical contact** in violation of this policy include, but are not limited to:

1. Engaging in any sexual contact;

2. Extended embraces;

3. Kissing of any kind;

4. Holding student(s) on the lap;

5. Any sexual touching of another, including buttocks, chests, or genital areas;

6. Touching or stroking the face, neck, knees, or legs of another, except in the context of any school-sanctioned athletic trainer activity;

7. Wrestling with a student, except as part of a coaching demonstration in the presence of other student-athletes;

8. Any type of massage, except in the context of any school-sanctioned athletic trainer activity;

9. Any form of unwanted affection or attention; and

10. Any type of physical contact with a student in a private situation.

B. <u>Verbal and Non-Physical Contact with Students</u>

The following verbal and non-physical contact and interactions between faculty, staff, coaches, clergy and volunteers and students are strictly prohibited:

1. Meeting one-on-one with a student *off campus*, unless the meeting occurs at a public place (openly visible area), such as a coffee shop or library.

2. Meeting one-on-one with a student *on campus*, except in a classroom, office, gym or any other public (openly visible) area on the Jesuit High School campus.

3. Traveling one-on-one with a student, except as set forth in Section C.

4. Using, possessing, or being under the influence of alcohol, illegal drugs, tobacco, vape products or marijuana while supervising student(s).

5. Providing or allowing a student(s) to consume alcohol, illegal drugs, tobacco, vape products or marijuana or being in the presence of a student(s) engaged in such consumption.

6. Using vulgar, obscene or abusive language in the presence of a student(s).

7. Engaging in any sexually-oriented conversation with a student(s) unless the conversations are part of a legitimate lesson, educational program, counseling session or part of a discussion on issues regarding human sexuality. On such occasions, the lessons will convey to youth the Church's teachings on these topics and should avoid any demeaning, exploitative, or prurient content (*e.g*., jokes, photos, and slang) and model mature and respectful conversation of the biological, ethical, moral, and theological aspects of the subject matter.

8. Possessing sexually explicit or morally inappropriate printed materials or electronic materials (*e.g.,* magazines, cards, videos, films, clothing, website references, etc.) or accessing such material online, except for reasons of legitimate social and academic research and with the express permission obtained in advance of the Principal.

9. Inappropriate comments or compliments that relate to physique or body.

10. Singling out a particular student or students for favoritism, special privileges, or exchanging of gifts beyond the employee-student relationship.

11. Making or participating in sexually inappropriate comments, stories, or jokes.

12. Making or participating in nicknames that are sexual in nature or are unwelcome.

13. Discussing inappropriate personal troubles or intimate issues with a student(s).

14. Inviting or allowing a student(s) into your home or vehicle, except as set forth in Section C.

15. Sending one-on-one emails, letters, or text messages to a student(s) if the content is not about academics, school-related, or an appropriate show of social-emotional support and/or *cura personalis* that serves the interest of the student. Any one-on-one emails to students must be sent using the sender's Jesuit High School's school network e-mail. Any one-to-one text messages to students must use an official and approved JHS communication app. Except in an urgent or counseling-related situation, staff members should typically not email or text with students after 9:00 pm at night.

16. Friending, following or otherwise communicating or socializing with a student(s) on any social media platform (*i.e.,* Instagram, Facebook, Twitter, Snapchat, TikTok, etc.) unless they are the employee's children or relatives.

17. Participating in or allowing humiliation, ridicule, bullying, or degradation of a student(s).

C. Transportation and Outings

In addition to the above, the following applies to situations involving transportation of student(s), whether to field trips, school-sanctioned activities, or otherwise:

1. Faculty, staff, clergy and volunteers are prohibited from transporting a student alone who is not their own child or relative, except to seek emergency medical care.

2. When transporting a student(s) on field trips, conferences, tours, or any school-sanctioned activity, the following rules apply:

    - Formal parental approval to transport a student(s) to any off-campus activity must be obtained in advance of the trip except for transportion of student-athletes for athletic events pursuant to the Student Handbook.

    - One faculty or staff member or clergy or adult volunteer may never transport one student alone unless the student is his/her own child or relative. On such outings, there shall always be at least two unrelated adults. One faculty or staff member or adult volunteer may transport a group of students, but any school event requiring an overnight stay requires at least two unrelated adults who have met the appropriate requirements for such supervision. At the discretion of the Principal or President, the requirement that the adult supervisors be unrelated may be waived.

    - Regardless of the accommodations (*e.g.*, hotel, tent, cabin, etc.), faculty or staff member or clergy or adult volunteer accommodations shall be separate from students. One-on-one rules stated above apply in retreat, camp, and other overnight stay situations. If such accommodations are unable to be made (*e.g.,* on an international service trip), accommodations must be approved in advance by the Principal if possible, or by the responsible faculty or staff member on site.

Use of a faculty or staff member or coach's or clergy or adult volunteer's home or property as the "center" (regular/main meeting place over a period of time) for carrying out school-sanctioned youth work is prohibited. Meetings with students for school-sanctioned summer planning, retreats, or celebrations (including at a faculty or staff member or adult volunteer's home or property) are acceptable when more than one student is present, more than one adult is involved, and the event is approved in advance by the appropriate administrator.

For students participating in a non-school-related, off-campus activity for a Jesuit High School employee such as babysitting, other employment, tutoring or coaching, both the parent and JHS Principal must be notified in advance of this arrangement, in writing. An email ccing the Principal and parent is generally acceptable.

II. Prohibition on Dating Former Students and Graduates Under Age 21

Jesuit High School prohibits any of its employees from dating or having a sexual relationship with a current student at any time and from dating or having a sexual relationship with a former student until the student reaches the age of 21. If at any time the school learns that a current employee is dating or

having a sexual relationship with a Jesuit High School student, alumna or alumnus under the age of 21, that employee will be terminated. In the event the student, former student, alumna or alumnus is under the age of 18, the school will notify the appropriate authorities. If the relationship involves a student, the school will notify the appropriate authorities regardless of the student's age.

III. Reporting Obligations for Possible Misconduct or Abuse

Oregon State law provides that certain persons, including all Jesuit High School clergy, faculty and staff are "mandatory reporters." Under State law, mandatory reporters who have reasonable cause to believe that any individual under the age of 18 has suffered abuse or neglect or that any person with whom the mandatory reporter comes in contact has abused any individual under the age of 18 shall immediately report or cause a report to be made about the abuse. School policy broadens this requirement to include any and all students, regardless of age.

As mandatory reporters, you must immediately report to the Department of Human Services (DHS) and law enforcement if you have "reasonable cause to believe" that anyone under the age of 18 with whom you come into contact has suffered abuse, or that any person with whom you come into contact has abused a child. "Reasonable cause" means a reasonable belief given all the circumstances, based upon specific and describable facts, that the witnessed or suspicious physical or mental injury or harm may be the result of abuse. **The number for the Department of Human Services (DHS) Abuse Hotline is 1-855-503-SAFE (7233).**

It is important to understand that this abuse reporting obligation is a personal obligation, and goes beyond the school campus or workplace. This means that you are a mandatory child abuse reporter 24/7, and you are required to report suspected abuse anytime, anywhere. In other words, whether you learn of suspected abuse or a suspected abuser while at work, while coaching your child's soccer team, or when shopping for groceries on the weekend, your reporting obligation is the same.

If you observe or learn of abuse on Jesuit High School premises or through the course of your duties at Jesuit, you are *also* required to report the incident to the Principal, your supervisor, any member of the Jesuit Leadership Team, or any Jesuit High School counselor with whom you feel comfortable when you encounter suspected abuse or a suspected abuser while acting in your official capacity as a Jesuit faculty or staff member. Additionally, the Child Abuse Report Form (found in the JHS Faculty/Staff Portal) must be completed and turned in to the Principal as soon as possible once a report is made for purposes of documentation. This is ***in addition*** to your obligation to report to DHS or law enforcement. For incidents unrelated to Jesuit, you are not required to inform your Jesuit supervisor after making a mandatory report to DHS or to a law enforcement agency.

The only exceptions to this policy are disclosures made to Roman Catholic clergy in the Sacrament of Penance.

After reading the Jesuit High School Youth Protection Policy, sign and return the following page/"Receipt and Acknowledgement" to Human Resources by the specified date.