Learning Club of KCK

Child Protection Policy

Purpose: It is the goal of Learning Club of KCK ("Learning Club") to make all our activities and facilities safe for those we serve. It is our responsibility as adults to do all we can to protect children.

According to Kansas law:

1. Physical abuse means infliction of physical harm or the causation of a child’s deterioration, and may include, but shall not be limited to, maltreatment or exploiting a child to the extent the child’s health is endangered.
2. Emotional abuse is injury to the psychological capacity or emotional stability of the child and is within the definition of child abuse.
3. Sexual abuse is any contact or interaction with a child in which the child is being used for the sexual stimulation of the perpetrator, the child, or another person. Sexual abuse shall include, but is not limited to, allowing, permitting, or encouraging a child to be:
   a. Photographed, filmed or depicted in obscene or pornographic material; or
   b. Subjected to aggravated human trafficking if committed in whole or in part for the purpose of the sexual gratification of the offender or another
   c. Contact solely between children shall meet the criteria only if the contact also involves force, intimidation, difference in maturity, or coercion. This includes situations in which an adult uses a child as a part of any type of sexual act.
4. Emotional neglect is when the child suffers from an adult failing to give chances for feeling loved, wanted, secure, and worthy.
5. Physical neglect is when an adult does not provide basic needs or supervision.

We must be prepared in both knowledge and practice to prevent all types of child abuse and neglect. This policy applies to all Learning Club employees and volunteers in any context associated with Learning Club. We commit to:

1. Trainings.
   a. Employees and volunteers who work directly with children are required to complete the following:
      • VIRTUS training within three sessions of working with children.
      • Retraining annually.

   a. A fully-stocked first-aid kit will be available at each Learning Club site.
   b. Areas where children or adults and children could easily be alone together unsupervised will be locked or restricted.

3. Providing safe and adequate supervision to children.
   a. The Two-Adult Rule - We will follow a two-adult rule: all staff, employees, and volunteers shall avoid situations where a child is alone with one adult who is not the child’s parent or guardian.
   b. A youth/minor will never teach or care for children alone without supervising adults available.

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c. Prior consent will be obtained from a parent or guardian if a child is to be transported to or from a Learning Club site, and the two-adult rule will apply.
d. Guidelines for child-to-child and youth-to-youth contact will include:
   • An expectation of respectful behavior at all times.
   • Teasing, verbal abuse, and any form of bullying will not be tolerated.
   • There will be no wrestling or roughhousing.
   • Only one child or youth may use a bathroom stall at a time.
e. There will be no physical discipline used. When a child misbehaves, we will use redirection and/or verbal means to guide the child’s behavior. If this does not work, the child’s parent/guardian will be notified by staff. If a parent is not available, staff will speak with them as soon as possible. In the meantime, staff will ensure the child’s safety but remove him or her from the activities to minimize disruption.

4. Attend to related personnel issues.
   a. Annually, every staff member, employee and volunteer is required to read and acknowledge that he or she has read and will abide by the Child Protection, Code of Conduct, and Social Media policies.
   b. A background check, including child abuse and sex offender registries and criminal history, will be conducted on all applicants for staff and employee positions and on all persons over the age of 18 who volunteer or serve as interns, subject to the below provisions. Applicants will be permitted to volunteer while a background check is pending, for a maximum of three weeks. During this time, the staff or volunteer will shadow another vetted volunteer.
      • Background checks will be repeated every three years on any staff or volunteer who is still actively working with children.
      • High school interns who remain active after August 1st of the year in which they graduate high school will be subject to background checks in the same manner as staff and volunteers.
   c. All staff and volunteers must read and sign the “Volunteer/Staff Code of Conduct” within three sessions of beginning work with children.
   d. Any volunteer who serves three or fewer sessions per year should be properly supervised, but will not be required to read and acknowledge the Child Protection Policy nor undergo a background check.
e. Volunteers or interns under the age of 18 shall provide at least one reference but will not undergo a background check until after August 1st of the year in which they graduate high school, at which time they will be subject to a background check in the same manner as staff and volunteers. They must complete the “Code of Ethical Conduct for High School Students Volunteering or Working with Younger Children.”

5. Deal appropriately with allegations of abuse.
   a. If a child discloses abuse or child abuse is suspected, the person to whom the child disclosed or who suspects abuse will immediately make a report to the Kansas Department for Children and Families Protection Report Center at 800-922-5330 or the Missouri Child Abuse Hotline at 800-392-3738 or the local police department. The person will also report the matter to the Executive Director or Director of Operations of the Learning Club. Any and all mandated reporter protocols must be followed.
   b. When the victim and alleged offender are both in the Learning Club community, we will follow these additional steps:

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• Immediately attend to the complainant’s and his or her family’s safety and needs through Learning Club leadership and an outside agency (e.g., appropriate state abuse reporting agency), keeping the victim’s needs at the center of any process.
• Immediately suspend the accused offender from all responsibilities involving contact with children until the conclusion of the investigation.
• Within 48 hours, the Executive Director, or in his/her absence, the Director of Operations, in consultation with counsel if necessary, shall determine whether it is necessary to notify all parents whose children may have encountered the alleged offender to advise that allegations have been made and reported.
• Keep victims and alleged offenders separated during the investigation.
  c. Any known or credibly accused child abuse offender will not be allowed access to children or youth.

6. Consider technology and social media concerns.
   a. Adults will limit one-on-one electronic communications with children per the Learning Club Social Media policy.
   b. Texting between adults and students and/or high school volunteers/interns shall take place only via applications approved by the Executive Director.
   c. All messaging communication will be retained.
   d. Photos of children or youth will not be shared on social media platforms without permission from a parent/guardian.
   e. Volunteers are allowed to use their smart phones with students only in aid of educational goals, and only for purposes consistent with the work of the Learning Club.

The Learning Club Board of Directors shall appoint two persons to oversee compliance with this policy, including posting this and other child protection policies on the Learning Club website. This policy will be reviewed at least every two years and updated pursuant to the recommendation of staff and leadership.

ADOPTED
BOARD OF DIRECTORS
LEARNING CLUB OF KCK, INC.

By: __________________________
Title: President
Dated: 6/3/19

Approved by Board 6/3/19