

Today's Presentation

Youth Compliance

Guest Speaker:

- Sophia Andrews, Assistant Director, Youth Compliance



Learn over Lunch series

An on-going webinar series related to compliance and ethics matters.

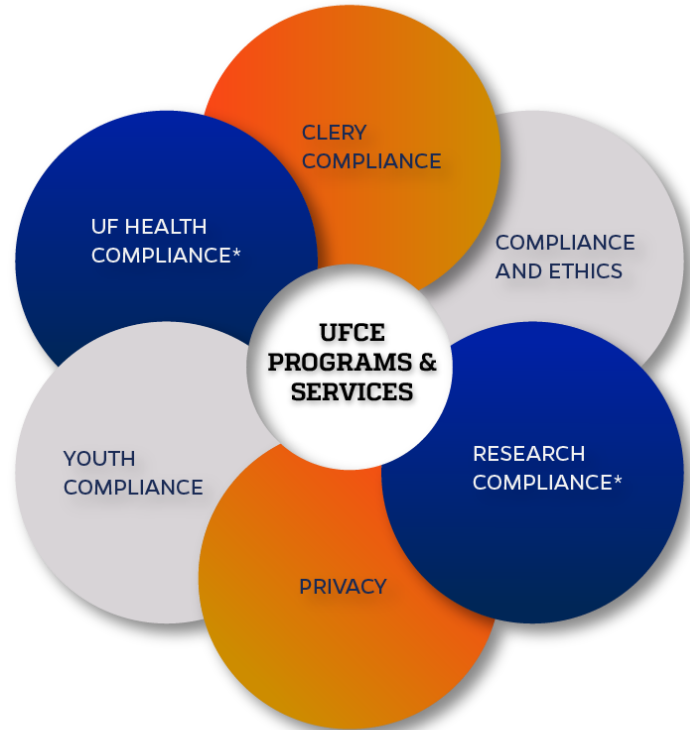
- We will bring in speakers from around UF to discuss various topics in this area.
- Sessions will be held quarterly, at a minimum.
- Open to all UF enterprise faculty and staff.

Upcoming speakers:

- **Open Meetings/Open Records**
 - *Note: new topic and date*
 - Aug. 22 from noon to 12:50 pm
- **Professional Ethics Series**
 - *Note: new topic and dates*
 - Oct. 24 and 31; Nov. 7 and 15
Noon to 12:50 pm



UFCE PROGRAMS AND SERVICES



* = Secondary oversight management

What is Youth Compliance?

Youth Compliance provides enterprise-wide guidance for minors on campus or in university-affiliated programs, events, or activities.

Youth Compliance

Build's the sandbox, set the parameters



Youth Activity

Freedom to build activities within the sandbox



Why a policy?

- Higher-education standard
- Codifies current requirements
- Guidance to protect:
 - Minors
 - Employees
 - Students
 - Volunteers
 - University

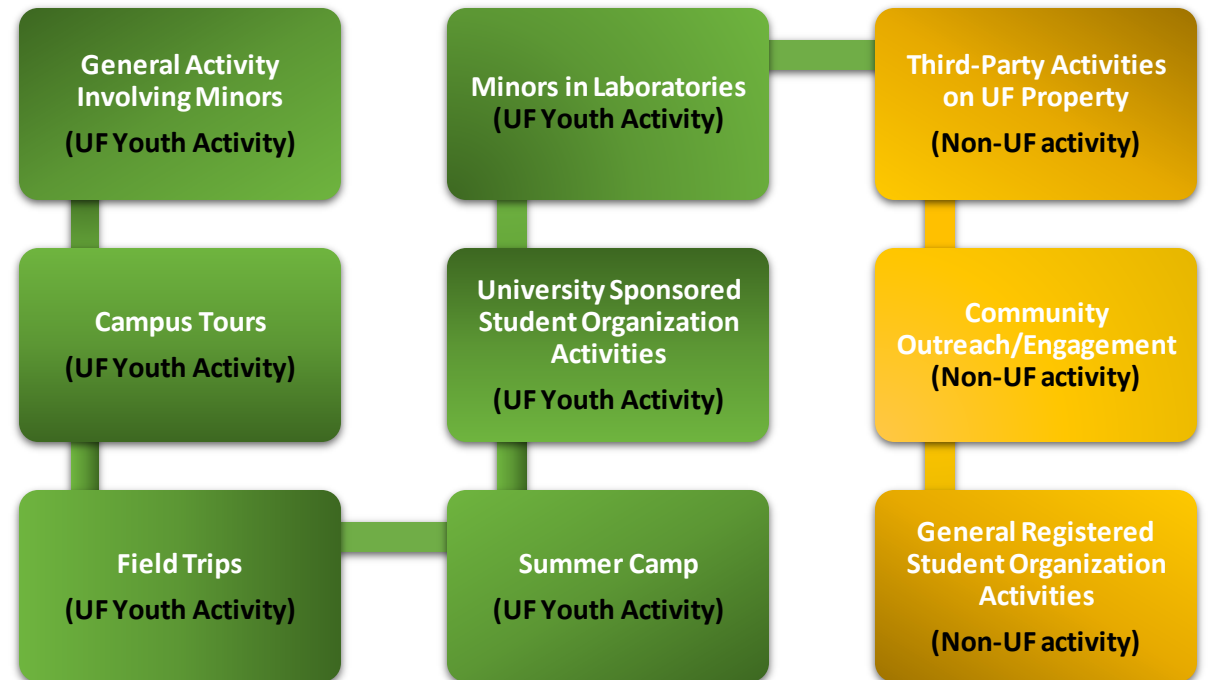
Introducing:
Youth Compliance
& Child Abuse
Reporting Policy



Youth Activity

- **UF Youth Activity:** In-person, virtual, or hybrid activities or events involving minors occurring on or off university property that are hosted, operated, conducted, sponsored, or organized by the University, a DSO, or an affiliate entity
- **Non UF Activity (third-party):** Any activity involving minors on university property that is hosted, operated, conducted, sponsored, or organized by groups or individuals not affiliated with the university, its DSOs, or its affiliate entities.

**Including General Registered Student Organizations*



Supervision

Individuals providing **Care, Custody, or Control** of minors must ensure minimum staff-to-minor ratios are established and followed.

DAY GUESTS			OVERNIGHT GUESTS		
AGE	STAFF	NUMBER OF CAMPERS	AGE	STAFF	NUMBER OF CAMPERS
4-5	1 to	6	4-5	1 to	5
6-8	1 to	8	6-8	1 to	6
9-14	1 to	10	9-14	1 to	8
15-17	1 to	12	15-17	1 to	10

**One-on-One interactions are prohibited between an adult and minor*

Two-deep supervision: A minimum of two approved adults should always be present with youth

Registration

Department/unit provide information on the type of activity, dates, location, adult staff, and youth participants. Registration is submitted in the Youth Registration database.

❖ **Departmental approved required**

Timeline:

- Day activities: register activity at least 30 days prior to the start of event
- Overnight (24-hour): register activity at least 60 days prior to the start of event

Registration is reviewed and assessed for:

- ✓ Background screening clearance
- ✓ Youth protection training completion
- ✓ Supervision ratio requirements

Training

All faculty, staff, students, and volunteers—who will have contact with Minors during a UF or Non-UF Youth Activity must complete the **annual** University's Youth Protection Training (YSC800) prior to engaging with minors.

- Employ strategies to provide a safe environment for youth
- Recognize the different types and signs of child abuse
- Properly respond to incidents involving youth and/or report known or suspected child abuse

Background Screening

All University, DSO, or Affiliate Entity personnel—including faculty, staff, students, and volunteers—who will have **Care, Custody, or Control** of minors during a UF Youth Activity must undergo background screening prior to participating in the activity.

- UF HR oversees and facilitates all background checks
 - Level 2 DCF After School
 - ❖ Level 2 DCF Summer Camp
 - *Required for all camp staff



Parental Consent / Liability Waivers

- Waiver provided by General Counsel which outlines the responsibilities and limitations of the university.
- Parent consents to:
 - Participation in UF Youth Activity
 - Acknowledgment of Risk
 - Acknowledgment of Good Health
 - Consent to Medical Treatment
 - Insurance Policy or Coverage
 - Photo/Video Consent
 - Consent to Limited Data Collection
 - Waiver of Liability

Child Abuse Reporting

State of Florida

- Florida Statute 39.201

Any person who knows, or has reasonable cause to suspect, that a child is abused, abandoned, or neglected by a parent, legal custodian, caregiver, or other person responsible for the child's welfare must report such abuse, abandonment, or neglect to the Department of Children of Families

Child Abuse Reporting

Board of Governors Regulation

- BOG 3.002 Penalties for Failure to Report Child Abuse

Any University Administrator who receives information from faculty, staff or other employees of known or suspected child abuse, abandonment, or neglect committed on University Property or during an event or function sponsored by the University is required to report such information to the Department of Children and Families.

- University president
- Provost
- Senior/Executive Vice Presidents
- Vice Presidents
- Associate Vice Presidents
- Associate/Vice Provosts
- Deans
- Chief of Police
- Equal Opportunity Programs Director
- Intercollegiate Athletics Director
- Internal Audit Director
- Title IX Coordinator
- University Compliance Officer

Child Abuse Reporting

Compliance and Ethics

- Upon reporting allegations of abuse, abandonment, or neglect to DCF, administrators and UF personnel must notify Compliance and Ethics within 12 hours to confirm abuse report submission.

Summer Camp Checklist

- ✓ Supervision
- ✓ Registration
- ✓ Youth Protection Training
- ✓ Background Screening
- ✓ Parental Consent / Liability Waiver
- ✓ Affidavit of Good Moral Character
- ✓ Child Abuse Reporting

Summer Camp

Summer camp is an opportunity for minors to explore a variety of out-of-school programming. This checklist should serve as a tool for UF-affiliated youth activities during the summer season. Summer camps must be authorized by appropriate department/unit leadership. Youth Compliance must be successfully reviewed prior to the start of each summer camp.

Department of Children and Families (DCF) classifies two types of summer camps; summer day camps and summer 24-hour camps are defined in Section 409.175 F.S.

Summer day camps are recreational, educational, and other enrichment programs operated during summer vacations who are 5 years of age on or before September 1 and older.

Summer 24-hour camps are recreational, educational, and other enrichment programs operated on a 24-hour basis during summer vacations for children who are 5 years of age on or before September 1 and older, that are not exclusively educational.

Checklist

Supervision	Parental Consent and Liability Waiver
Registration	Affidavit of Good Moral Character
Youth Protection Training	Mandatory Reporting of Child Abuse
Background Screening	

Supervision: One-on-One interactions between adults and minors is prohibited. Camps must adhere to staff-to-participant ratios located on the supervision web page. Camps must be coordinated in a way that eliminates one-on-one interactions and always ensures adequate staff-to-participant ratios.

Registration: Summer camps must be registered with Youth Compliance at least 30 days prior to the start of a day camp and 60 days for 24-hour (overnight) camps. University faculty, staff, and volunteer completion dates for background screening, youth protection training, and Affidavit of Good Moral character must be entered. The Youth Compliance Program will review registration to assess compliance.

Youth Protection Training: University faculty, staff, and volunteers who will oversee or work at camps must complete the annual youth protection training prior to the start of summer camp, training code YCS800.

Background Screening: A Level 2 DCF summer camp screening is required and must be completed prior to the start of summer camp for university faculty, staff, and volunteers. Background screenings can be requested on the UF HR web page.

**Volunteers who assist on an intermittent basis for less than 10 hours per month do not need to be screened if a person who meets the screening requirement is always present and has the volunteer in his or her line of sight.*

Parental Consent and Liability Waiver: The department/unit hosting a camp must obtain written parental consent for all minors participating in the summer camp. Department/unit must store the signed waivers for a minimum of five years. The waivers must be approved by General Counsel. An approved waiver can be located on the Youth Compliance web page.

Affidavit of Good Moral Character: DCF form must be completed by university faculty, staff, students, and volunteers who work or serve in summer camps. Form can be retrieved from the DCF website. Department/unit must store form for a minimum of five years.

Mandatory Reporting of Child Abuse: Any person who knows, or has reasonable cause to suspect, that a child is abused, abandoned, or neglected by a parent, legal custodian, caregiver, or other person responsible for the child's welfare is a mandatory reporter under s. 39.201. Upon reporting child abuse, abandonment, and neglect to DCF submit an incident report to Youth Compliance.

Activity Type	UF or Non-UF Youth Activity	Care, Custody, or Control Provided By	Requirements
General Activity Involving Minors	UF Youth Activity	University, DSO, or Affiliate Entity	<ul style="list-style-type: none"> • Registration • Training • Background Screening • Parental Consent/Liability Waiver • Mandatory Reporting
Campus Tours or Field Trips	UF Youth Activity	University, DSO, or Affiliate Entity	<ul style="list-style-type: none"> • Registration • Training • Background Screening • Parental Consent/Liability Waiver • Mandatory Reporting
Campus Tours or Field Trips	UF Youth Activity	Parents, Guardians, Teachers, Chaperones	<ul style="list-style-type: none"> • Training (for UF Personnel) • Parental Consent/Liability Waiver • Mandatory Reporting
Summer Camp	UF Youth Activity	University, DSO, or Affiliate Entity	<ul style="list-style-type: none"> • Registration • Training • Background Screening • Parental Consent/Liability Waiver • Mandatory Reporting
University Sponsored Student Organization Activities	UF Youth Activity	University/USSO	<ul style="list-style-type: none"> • Prior approval by UF unit overseeing USSO • Follow requirements for appropriate activity type
Minors in Laboratories	UF Youth Activity	University, DSO, or Affiliate Entity	<ul style="list-style-type: none"> • Registration • Training • Background Screening • Parental Consent/Liability Waiver • Mandatory Reporting • Minors in Labs Registration Form
Minors in Laboratories	UF Youth Activity	Parents, Guardians, Teachers, Chaperones	<ul style="list-style-type: none"> • Registration • Training (for UF Personnel) • Parental Consent/Liability Waiver • Mandatory Reporting • Minors in Labs Registration Form

Activity Type	UF or Non-UF Youth Activity	Care, Custody, or Control Provided By	Requirements
Third-Party Activities on UF Property	Non-UF Youth Activity	Third-Parties	<ul style="list-style-type: none"> • Use of Space Agreement • Events with Minor Participants Addendum • Mandatory Reporting
Community Outreach/Engagement	Non-UF Youth Activity	Third-Parties	<ul style="list-style-type: none"> • Training • Mandatory Reporting
General Registered Student Organization Activities	Non-UF Youth Activity	GRSO Members or Other Third-Parties	<ul style="list-style-type: none"> • Use of Space Agreement • Events with Minor Participants Addendum • Mandatory Reporting

Upcoming

Youth Compliance Summer Bootcamp

When: May 31, 1 – 2pm

Where: Zoom

How to sign up: [Registration Link](#)

Topic: What's next after youth event registration? Designed for summer camp coordinators and program leads hosting youth camps. Discussions related to youth participant check-in/checkout procedures, attendance roster, documentation storage, supervision, Incident Reporting, child abuse reporting, camp itinerary, emergency contacts, and Q&A.

Camp Insurance Training (Environmental Health and Safety)

When: May 24, 9 – 10 am

Where: Zoom

How to sign up: [Registration Link](#) (Register in myTraining system)

Topic: Camp Insurance Coverage for UF's Summer Camps
Zoom link will be sent 24-48 hours prior to meeting to all registered attendees.

Contact: [Contact Form](#) or youth-compliance@ufl.edu

Policy: [Youth Compliance & Child Abuse Reporting](#)

Website: youth.compliance.ufl.edu



Q & A

