



## Youth Protection Program Guidelines and Policies

These Youth Protection Guidelines and Policies are designed to protect DeMolay members, but they also protect adult volunteers from unfounded allegations of abuse. All adults have the responsibility to observe the boundaries between acceptable and unacceptable behavior.

DeMolay has taken great care to prevent even the appearance of impropriety between adult volunteers and youth members. Strict adherence to these guidelines will help assure that DeMolay chapters will be able to conduct their programs safely.

### **- Two-deep leadership required**

At least two members of the adult leadership team must accompany DeMolay members on all trips, outings and DeMolay chapter activities. Additional leadership may be required depending on the size of the group and the event.

### **- Safety rule of four**

Chapters should implement the "safety rule of four" which requires that no fewer than four individuals (always a minimum of two adults) go on trips and outings. If an accident occurs, one person stays with the injured and two go for help.

### **- No unauthorized ceremonies or organizations**

Only ceremonies published in the DeMolay Ritual, or the Monitor of Ceremonies, or those approved in writing and in advance by the Executive Officer, may be performed. "Secret" activities, unofficial organizations and unsanctioned ceremonies outside of DeMolay are not authorized by DeMolay International and are not permitted as part of any DeMolay activity.

### **- Hazing is not permitted**

Hazing is not a part of DeMolay ceremonies and is not permitted.

### **- Activities in private homes**

Activities involving DeMolay members and adult volunteers in private homes should not be conducted without the approval of the chapter's Advisory Council and notice provided to the members' parents, and then only while adhering to the two-deep leadership policy.

### **- Uniform standards**

Activities of organizations such as Courts of Chevaliers, Knighthood Pories, Legion of Honor Preceptories, Squires Manors and other DeMolay affiliated organizations must meet the same standards of conduct expected of DeMolay chapters.

### **- Respect of privacy**

Adult volunteers must respect the privacy of DeMolay members in situations such as changing clothes or taking showers and intrude only to the extent that health and safety requires. Adult volunteers must also protect their own privacy in similar situations. Adult volunteers must always change clothes and shower separately from DeMolay members.

### **- Separate accommodations**

Adults must sleep in separate quarters from youth except in extreme emergencies when the health or wellbeing of the DeMolay may be at risk. Do not house DeMolay members with adult volunteers (other than their own parents) or house younger DeMolay members with significantly older DeMolay members. Always attempt to house youth members with other youth of the same or similar age.

### **- Drugs and alcohol**

The use or possession of alcohol or illegal drugs, or the abuse of over-the-counter or prescription drugs, or any other substance for non-medicinal purposes, by members or adult volunteers, during DeMolay activities is not permitted.

**- Illicit media**

Sexually oriented videos, magazines, photographs, games or other media are not permitted as part of any DeMolay activity.

**- Physical contact**

Adults will avoid unnecessary physical contact with DeMolay members, such as (but not limited to) placing hands on legs, tickling, wrestling, and patting backsides/buttocks.

**- Proper attire required**

Adults must not permit activities involving group nudity, such as "skinny dipping", or public exposure, such as "mooning", etc.

**- Photos and videography**

Photographs and videos of DeMolay activities must be representative of the values of the organization and should not be taken or published without the written permission of the subjects, or, if minors, their parents.

**- Positive role models**

Adult volunteers must never tell off-color jokes or stories to DeMolay members. Adult volunteers should be conscious of their responsibility to be positive role models.

**- Discipline**

Discipline used in DeMolay should be constructive and reflect DeMolay's commitment to teach and emulate respect and responsibility. Corporal punishment is never permitted.

**- No one-on-one contacts**

Individual adults **must not be isolated** with individual DeMolay members. If a conversation between an adult volunteer and a DeMolay needs to be confidential, the adult volunteer should speak with the DeMolay member in an open setting where they are out of hearing range, but still can be seen by others. Rooms with closed doors, closed tents, motor homes, vehicles or other secluded locations where you cannot be fully seen by others, should be avoided.

**- Recognize the signs and be responsive**

If a DeMolay member or youth involved in a DeMolay activity complains or comments about an experience he or she has had with an adult that may suggest or infer physical abuse, sexual molestation, or any other type of inappropriate activity, the youth should be taken seriously. Adult volunteers should remember that the youth is not likely to articulate his or her concern in an adult manner. It may take the form of declining to associate with a particular adult for no apparent reason or abruptly leaving the activity.

**- Intervention**

When an adult observes another adult volunteer or significantly older DeMolay relate to an active DeMolay in a manner that is not clearly objectionable, but possibly may be misconstrued as abuse or harassment, he or she should respectfully warn the observed person to avoid conduct that may be misunderstood, and should then alert the Advisory Council Chairman of the occurrence.

**- Co-ed activities**

Co-educational activities require adult volunteers of both sexes, separate accommodations for male and female participants and guidelines that clarify standards of conduct.

**- Parental notification of activities**

Parental notification of official DeMolay activities should communicate the date, place, and beginning and ending times for the activity. Parents are always welcome and should be encouraged to participate in DeMolay activities. Adults who witness or become aware of any violation of policy or instance of abuse have an obligation to report the incident according to the "Disclosures and Reporting."

I have read and agree to the terms of the DeMolay International Youth Protection Program as outlined in this document. I also agree that should I see a violation of any guideline, or any behavior that may put our members at risk; I must report that behavior to the Executive Officer of Illinois immediately.

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_