

# YOUTH PROTECTION POLICY

In order to protect Safe Sitter® students from being placed in situation where there is the potential for inappropriate behavior, and to protect Safe Sitter® Instructors from the appearance of inappropriate behavior, Safe Sitter, Inc. requires the following:

- All courses will be held at locations that a reasonable person would consider to be safe, with access to a telephone, nearby restrooms, and adequate building security.
- Safe Sitter® students will never be placed in a situation during a course in which they are alone with an Instructor in an area where other adults could not easily observe them.
- Instructors will refrain from language or behavior which may be misinterpreted by a reasonable person as being inappropriate or abusive.
- Safe Sitter® Site Coordinators and Instructors are responsible for all students from the time they arrive at the facility until they leave by the transportation method arranged by their parent/guardian.
- Students may not be left unsupervised except to use a nearby restroom. At least one Instructor must wait with any student who has not been picked up at the end of the course.
- Names of Safe Sitter® graduates are strictly confidential. Safe Sitter, Inc. does not release names of graduates publicly or privately. Registered Teaching Sites should adhere to a strict “no referral” policy; names of graduates may not be given out to those seeking a babysitter.

## CHECKLIST FOR TEACHING CLASSES IN THE COMMUNITY

- ☒ Teaching space can comfortably accommodate the number of students in the course (6-8 students plus 1 Instructor per table). Extra room is needed on the floor to practice on manikins and for role-playing. Allow 50 square feet per student.
- ☒ The space is neat, clean, and free from disruptions.
- ☒ The teaching space should be pet-free. Any pets in the building must be secured in a location separate from the teaching space.
- ☒ There is a telephone available.
- ☒ The teaching space must have an adequate number of restrooms and they should be in a safe location where students can access without supervision.
- ☒ The teaching space should have adequate light and appear inviting.
- ☒ In small classes with only one Instructor, additional adults must be present or able to observe (employees, volunteers, parents, etc.).
- ☒ Teaching space must adhere to all policies of parent organization.