

## Child Abuse Prevention CODE OF CONDUCT

The Greater Wichita YMCA Child Abuse Prevention Code of Conduct outlines our Core Values and the behaviors we expect from our staff and volunteers in order to support them. The Code of Conduct provides general guidance for high standards of ethical behavior and compliance at the YMCA. As an association, we are expected to live up to our values so staff, volunteers, members, and our board are confident they can trust us and our ability to fulfill the YMCA's mission.

<p>1. Staff and volunteers should avoid being alone with children isolated, or out-of-the-way, locations. When supervising children, staff and volunteers should position themselves in a way that other staff and/or participants can see them.</p> <p>2. Staff and volunteers shall never leave children unsupervised.</p> <p>3. Restroom Supervision. Staff and volunteers will ensure:</p> <ul style="list-style-type: none"> <li>• The restroom is not occupied prior to allowing children to use the facilities.</li> <li>• Children are to be with an adult staff member and proceed in groups of three or more (e.g. 1 staff &amp; 2 children or 2 staff &amp; 1 child) when using the bathroom.</li> <li>• Either "line of sight" or "line of sound" supervision is maintained while children are using the facilities.</li> <li>• No child (except MSAS) enters a bathroom alone on a field trip.</li> <li>• If staff is assisting younger children, doors to the facility must remain open.</li> </ul> <p>4. Staff and volunteers should conduct or supervise private activities such as diapering, putting on bathing suites, taking showers, etc. in pairs; or be, at minimum, positioned so that they are visible to others.</p> <p>5. Staff and volunteers shall not abuse children including:</p> <ul style="list-style-type: none"> <li>• Physical abuse-strike, spank, shake, slap;</li> <li>• Verbal abuse- humiliate, degrade, threaten;</li> <li>• Sexual abuse-inappropriate touching, exposing one's self, sexually oriented conversations;</li> <li>• Mental abuse- shaming, humiliating, cruelty;</li> <li>• Neglect- withholding food, water shelter</li> </ul> <p>No form of abuse will be tolerated, and confirmed abuse will result in immediate dismissal from the Greater Wichita YMCA.</p> <p>6. Staff and volunteers shall not have private electronic communications with children in YMCA programs including email, text, Facebook, Instagram, Twitter or other social media.</p> <p>7. Staff and volunteers will use positive guidance techniques with children, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in pre-determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.</p> <p>8. Staff (and designated volunteers) will conduct a health check of each child, each day, as they enter the program, noting fever, bumps, bruises, burns, etc. Questions or comments will be addressed to the parent or child in a non-threatening way.</p> <p>9. Displays of favoritism by staff and/or volunteers toward any particular child are prohibited. This includes giving gifts, sharing secrets, or giving "pet name."</p>	<p>10. Staff and volunteers will respond to children with respect and consideration and treat all children equally regardless of sex, race, religion or culture.</p> <p>11. No staff or volunteer will tolerate the mistreatment or abuse of one youth by another youth, or bullying among children in our programs. This includes but is not limited to:</p> <ul style="list-style-type: none"> <li>• Physical bullying-hitting, punching, pushing, kicking, pinching or restraining another;</li> <li>• Verbal bullying- belittling, calling hurtful names;</li> <li>• Nonverbal or relational bullying- intimidation, social exclusion, friendship manipulation, gossip;</li> <li>• Cyberbullying;</li> <li>• Sexual bullying- sexting, bullying that involves exposed body parts sexualized language or innuendos.</li> </ul> <p>12. Staff and volunteers will maintain appropriate physical conduct with children and prohibits inappropriate physical interactions. The Greater Wichita YMCA's expectations are:</p> <ul style="list-style-type: none"> <li>• Appropriate interactions: side hugs, shoulder-to-shoulder hugs, handshakes, high-fives, verbal praise; arm around shoulder, holding hands (when escorting young children) touching hands, shoulder or arm.</li> <li>• Inappropriate interactions: full-frontal hugs, kisses, showing affection in isolated areas, lap sitting, wrestling, piggyback rides, tickling, allowing youth to cling to one's leg or arm, compliments related physiques or body development</li> </ul> <p>Staff and volunteers will respect children's right to not be touched in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched in areas of their bodies that would be covered by a bathing suit.</p> <p>13. Profanity, inappropriate jokes, accessing, displaying, producing, possessing, or distributing obscene, sexually explicit, or pornographic material, sharing intimate details of one's personal life or any other kind of harassment in the presence of children is prohibited.</p> <p>14. Staff and volunteers may not be alone with children they meet in the organization's program outside of the organization. This includes babysitting, sleepovers, and inviting children to your home. Any exceptions require written explanation before the fact and are subject to approval by CEO/President or designee.</p> <p>15. Staff and volunteers are not to transport children in their personal vehicles.</p> <p>16. The Greater Wichita YMCA requires that if a staff or volunteer witness suspicious or inappropriate behavior, or policy violations, from another staff or volunteer, they should interrupt the behavior, and have a legal and ethical duty to report this behavior and/or any suspected abuse to a supervisor immediately.</p>
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*By signing, I acknowledge that I have read and understand any violation of this Code of Conduct may result in disciplinary action up to and including termination.*

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PRINT Name

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Signature

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Date

REV: 03/2025