

## Youth Code of Conduct

---

1. To protect Daybreak Ministries staff, volunteers, and program participants, at no time during program activities may a staff person or volunteer be alone with a single child where the staff person or volunteer cannot be observed by others.
2. Staff should never leave youth unsupervised.
3. Staff and volunteers will abide by their school's bathroom policy for youth.
4. Staff and volunteers shall not abuse children or use corporal punishment of any kind. This includes physical abuse, verbal abuse, sexual abuse, mental abuse, or neglect. Any type of abuse will not be tolerated and is cause for dismissal.
5. Staff and volunteers will respect youth's rights to not be touched in ways that make them feel uncomfortable. A youth's right to say "No" is to be encouraged and respected. Youth are not to be touched in areas of their bodies that would be covered by a bathing suit.
6. Staff and volunteers will use appropriate touch including pats on the back or shoulder, side hugs, handshakes, and high fives. Staff and volunteers will refrain from full frontal hugging, touching of personal areas, or patting of the buttocks.
7. Staff and volunteers will use positive techniques of guidance, including redirection, positive reinforcement, and encouragement rather than competition, comparison, and criticism.
8. Staff and volunteers will not give gifts or special favors to individual youth, or show preferential treatment to an individual or group of youth to the exclusion of others.
9. Staff and volunteers will not have private interactions through social media, computer or handheld devices (to include cell phones), or other electronic or written forms of communication with any youth in the program. Staff and volunteers will only use approved forms of communication to include the Remind app.
10. Staff and volunteers will respond to all youth with respect and consideration and treat all youth equally regardless of gender, race, religion, sexual identity, or culture.
11. Staff and volunteers will refrain from intimate displays of affection toward others.

12. Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited. These substances are not allowed on school property.
13. Smoking or using tobacco in the presence of youth or parents during working hours and while on school property is prohibited.
14. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment is prohibited. Staff and volunteers may appropriately share their testimony and behaviors they engaged in that were harmful if in context to encouraging youth in the right direction.
15. Staff and volunteers may not be alone with youth they meet in Daybreak Ministries' programs outside of program activities. This includes babysitting, sleepovers, and inviting youth to their home. Exceptions to this rule would only be in the event of a pre-existing relationship. If a relationship is pre-existing, it must be made clear with the student and their parents/guardians that interactions outside of the volunteer capacity are based upon that previous relationship. The Director of Youth Program should be notified of such relationships at the beginning of the academic year.
16. Staff and volunteers are not to transport youth. They may only serve as an accompanying adult if school personnel is allowed to make transport.
17. Staff and volunteers may not date any program participants under the age of 18 years of age and during any time they are serving or plan to serve as a youth volunteer in the future.
18. Under no circumstances should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent authorization on file with Daybreak Ministries).
19. Staff and volunteers are required to report any suspicion of child abuse to the proper authorities and are required to read and sign all policies relating to identifying, documenting, and reporting child abuse.
20. Staff and volunteers are required to complete child abuse prevention training and have a satisfactory background check. Any infraction on a background check will be reviewed on a case by case basis to determine suitability to work with youth.

I under that any violation of this Code of Conduct may result in termination.

---

Signature

---

Date