

Slippery Rock University
Authorized Adults or Program Staff Code of Conduct

Authorized adults or program staff should be positive role models for minors and act in a responsible manner consistent with the mission of SRU. Authorized adults or program staff are required to comply with all applicable laws and PASSHE Board of Governors' and university policies. Authorized adults or program staff working in programs covered by this policy must adhere to the following expectations.

- a) Do not engage in any sexual activity, make sexual comments, tell sexual jokes, or share sexually explicit material with minors or assist in any way to provide access to such material to minors
- b) Do not engage or allow minors to engage you in romantic or sexual conversations or related matters unless it is a direct part of your professional responsibilities. Examples of a direct part of professional responsibilities would include counselor/patient or medical professional/patient appointments.
- c) Similarly, do not treat minors as confidantes; refrain from sharing sensitive personal information. Examples of sensitive personal information that should not be shared with minors are information about financial challenges, workplace challenges, drug or alcohol use, and romantic relationships.
- d) Do not touch minors in a manner that a reasonable person could interpret as inappropriate. All personal physical contact should generally occur in the open, and in response to the minor's needs, for a purpose that is consistent with the program's mission and culture, or for a clear educational, developmental, or health-related purpose (e.g., treatment of an injury). Any refusal or resistance from the minor should be respected.
- e) Do not use harassing language that would violate Board of Governors' Policy 2009-03: *Social Equity*, or university harassment policies.
- f) Do not be alone with a minor. If one-on-one contact is required, meet in open, well-illuminated spaces or rooms with windows observable by other authorized adults or program staff, unless the one-on-one contact is expressly authorized by the program administrator or is being undertaken for medical care.
- g) Do not meet with minors outside of established times for program activities, class activities, and office hours. Any exceptions require written parental authorization and must include more than one authorized adult or program staff.
- h) Do not invite individual minors to your home or other private locations. Any exceptions require authorization by the program administrator and written authorization by a parent/guardian.
- i) Do not provide gifts to minors or their families independent of items provided by the program.
- j) Do not engage or communicate with minors except for an educational or programmatic purpose; the content of the communication must be consistent with the mission of the program and the university.
- k) Do not engage in any abusive conduct of any kind toward, or in the presence of, a minor, including, but not limited to, verbal abuse, striking, hitting, punching, poking, spanking, or restraining. If restraint is necessary to protect a minor or other minors from harm, all incidents must be documented and disclosed to the program administrator and the minor's parent/guardian.
- l) Do not use, possess, or be under the influence of alcohol or illegal drugs while on duty, or in the presence of minors involved in a program, or when responsible for a minor's welfare.

m) Do not provide alcohol or illegal substances to a minor.

n) Do not provide medication to a minor unless authorized by the program's medication management guidelines.

o) When transporting minors, more than one authorized adult or program staff from the program must be present in the vehicle, except when multiple minors will be in the vehicle at all times through the transportation. Avoid using personal vehicles if possible and comply with the program's transportation guidelines.

ACKNOWLEDGEMENT

I acknowledge that I received and read Slippery Rock University's **Authorized Adults or Program Staff Code of Conduct**.

Print Name: _____

Signature: _____

Date: _____