

# Safety and Protection of Minors



## Minimum Requirements for Individuals in Programs & Activities Involving Minors<sup>1</sup>

TIER	Nature of Interaction	Responsibility & Examples of Individual Type	Screening & Selection	Annual Training	Monitoring & Supervision
I	1:1 and Group Setting Interactions, Unsupervised and Supervised	Holds primary responsibility for running the program and is accountable for ensuring others are in compliance with the minimum standards set by UR for interactions with minors.  Ex: Program Supervisor, Point Person	Is responsible and accountable for ensuring compliance with the following biennial screenings: <ul style="list-style-type: none"> <li>Multi-state criminal background check <b>and</b></li> <li>National Sex Offender Registry screening</li> </ul>	Is responsible and accountable for ensuring compliance with annual training requirements for self and others as follows: <ul style="list-style-type: none"> <li>Complete <i>Safety and Protection of Minors Training</i> <b>and</b></li> <li>Watch Video: <i>Protecting our Children: Shine a Light</i></li> </ul>	Is responsible and accountable for ensuring compliance with monitoring and supervision minimum requirements of self and others, and is entrusted to engage in appropriate program-related activities without direct supervision. <sup>2</sup>
II	1:1 and Group Setting Interactions, Unsupervised and Supervised	May hold a supervisory role and have responsibilities in the program/activity. Responsible and accountable for self and meeting minimum requirements set forth by UR for interactions with minors. May supervise volunteers.  Ex: Full-time and part-time employees, hourly seasonal staff, interns, or mentors.	Will undergo the following biennial screenings: <ul style="list-style-type: none"> <li>Multi-state criminal background check <b>and</b></li> <li>National Sex Offender Registry screening</li> </ul>	Will complete the following annual training: <ul style="list-style-type: none"> <li>Complete <i>Safety and Protection of Minors – Tier II Training</i> <b>and</b></li> <li>Watch Video: <i>Protecting our Children: Shine a Light</i></li> </ul>	Entrusted to engage in appropriate program-related activities at all times, including without direct supervision. <sup>2</sup>
III	Group Setting Interactions only—Supervised at all times	May be unpaid students or volunteers, or may be UR employees serving in a volunteer capacity not related to the requirements of their employment position.	Screening is at the discretion of the Tier I Individual with primary responsibility for the program.	Annual training is at the discretion of the Tier I Individual with primary responsibility for the program: <ul style="list-style-type: none"> <li>Optional <i>Safety and Protection of Minors – Tier III Training</i> <b>and</b></li> <li>Watch Video: <i>Protecting our Children: Shine a Light</i></li> </ul>	Must be under the direct supervision <sup>2</sup> of a Tier I or II Individual at all times.

<sup>1</sup>These requirements are to be met before individuals engage with minors in programs and activities. See *Safety and Protection of Minors Policy* at [policy.richmond.edu](http://policy.richmond.edu) for additional details.

<sup>2</sup>For purposed of these requirements, ‘Direct Supervision’ means **within sight and sound** of an individual who does not require direct supervision.