Minors On Campus Policy

Document Number: RISK-0015 **Date Published(sys):** 8/8/2024

General Description

Policy Summary:

This Policy outlines the requirements of administrators, faculty, staff, students, volunteers, and others who are assigned to work with Minors and informs all members of the University community of their obligation to report any instances of known or suspected abuse or neglect of Minors.

Purpose:

Trinity University hosts minors on campus in a variety of ways, such as external events held on campus, campus tours, and camps, and is dedicated to the welfare and safety of Minors who visit Trinity's campus, participate in Trinity University Programs, or are entrusted to Trinity University's care.

Scope:

All Trinity University Administrators, Faculty, Staff, Medical personnel, Student employees, Students that are assigned to work with minors, Contractors, and all Volunteers performing services on behalf of Trinity University.

Exceptions:

This Policy and its requirements do not apply to:

1. Single performances or events that are open to the general public and are not intended for Minor children.
2. Events or Functions that may be attended by Minors who are accompanied by their parents/guardians. This exception does not apply if the Minors will be separated from their parents/guardians.

Policy Content

It is the Policy of Trinity University to require all employees and others representing Trinity University to complete the following requirements PRIOR to working with Minors. Failure to do so may result in disciplinary action in accordance with University policy. A break in service greater than 12 months or change in position will mandate that the following requirements be repeated in accordance with HR Background Check Requirements. All members of the University community are also required to abide by the Reporting Requirements, Training Checklist and Code of Conduct below.

All individuals that are assigned to work with minors are required to successfully complete a Criminal Background Check through the Office of Human Resources upon hire, or if not an employee, when becoming involved with or appointed to a non-employment position that is assigned to work with Minors; and are required to successfully complete a Protecting Children on Campus Online Training Module administered by the Office of Risk Management and Insurance upon hire, or if not an employee, when becoming involved with or appointed to a non-employment position that works with minors, and every 2 years thereafter. Criminal Background Checks will be conducted in accordance with HR's Background Check Requirements.

All individuals that are assigned to work with Minors participating in an official Camp must successfully complete an approved Texas Education Code 51.976 Texas Camps Online Training Module administered by the Associate Athletic Director for Recreation and Sport Camps. It is the responsibility of the official Camp to ensure compliance with the Education Code and any other requirements provided by University Conference Services. In addition, all individuals must successfully complete a Criminal Background Check in accordance with HR's Background Check Requirements. It is the responsibility of the individual to report any changes to their criminal record or charges filed against them to HR immediately.

Every person, whether they are assigned to work with Minors or not, is required by law to report known or suspected instances of abuse, neglect or inappropriate interactions with Minors. Individuals making reports in good faith are protected from criminal and civil penalty for making a report. All types of suspected abuse or neglect should be reported. All reports will be investigated and adjudicated in accordance with University policies and procedures.

Reporting Requirements:
External Reporting: Texas law requires every person to make a report when

they suspect sexual or physical abuse or neglect of a Minor. Failure to report is a Class A misdemeanor. The required report may be made to the Texas Department of Family and Protective Services Abuse, Neglect and Exploitation Reporting System.
Online Reporting for situations that do not require an emergency response or action in less than 24 hours:
https://www.txabusehotline.org/Login/Default.aspx.
Note that Dialing 911 from a University telephone will contact TUPD.

Internal Reporting: Every person has a further obligation to report known or suspected abuse or neglect of a Minor on campus or in a Camp or Program immediately to Trinity University. Reports must be made to:
Unless a University employee is expressly identified as "confidential" (Counseling Services, Health Services, and full-time Athletics trainers) by the University, University employees are required by law to pass on information they receive about sexual misconduct to the Title IX Coordinator, eos@trinity.edu, 210-999-7835.

Reports may also be made to:
Trinity University Police Department at 210-999-7070 (7000 for an emergency)

Office of Risk Management and Insurance at 210-999-7486 or 210-999-7815 or riskmanagement@trinity.edu.

Campus Conduct Hotline by calling 866-943-5787 or online at https://report.syntrio.com/_StandardCustomURL/LHILandingPage.asp. The hotline enables individuals to communicate issues and concerns with unethical, illegal, or otherwise inappropriate activity while maintaining anonymity and confidentiality.

Every member of the University community, including volunteers, should be aware of and follow the CODE OF CONDUCT FOR INTERACTING WITH MINORS Rev. 5-2023.pdf

Performance Evaluation

Consequences of Policy Violation:

Failure to abide by this policy may result in disciplinary action in accordance with University policy. Texas law requires every person to make a report when they suspect sexual or physical abuse or neglect of a Minor. Failure to report is a Class A misdemeanor.

Terms & Definitions

Terms and Definitions:

Term:	Definition:
Camp	**Camp** is defined by Texas Department of State Health Services as involving at least 5 Minors and lasting four or more consecutive days, with any part of a day counting toward the four days. Camps require successful completion of Texas Education Code 51.976 approved Texas Camps Online Training Module and a Criminal Background Check.
Child Abuse	**Child abuse** exists when there is endangerment of a Minor's physical or mental health due to injury by act or omission, including acts of sexual abuse.
Employee	**Employee** is any regular, part-time, or temporary faculty or staff member or student employee of the University.
Minor	**Minor** is a person under the age of eighteen (18).

Term:	Definition:
Program	**Program** is defined by Trinity as a scheduled event that includes Minors, but that may not constitute a Camp as defined by Texas Department of State Health Services. . Programs may include, but are not limited to events such as a laboratory observation/experience, internship, workshop, project, lesson, practice, a campus tour, etc. Programs require successful completion of a Protecting Children on Campus Training Module and a Criminal Background Check.
Student	**Student** is defined as student employees or students that are assigned to work with minors.
Texas Education Code 51.976	**Texas Education Code 51.976** contains specific requirements relating to sexual abuse and child molestation training and examination for individuals associated with certain programs for Minors held on campuses of institutions of higher education; providing penalties.
Volunteer	**Volunteer** is defined as anyone performing volunteer services on behalf of Trinity University.

Attachments

Program Release, Indemnity and Medical Consent Form

Types of Abuse and Identification

Code of Conduct for Interacting with Minors

Training Checklist

Related Documents

Related Content:

Texas Abuse Hotline Online Reporting
Campus Conduct Hotline Online Reporting
Texas Department of Family and Protective Services Abuse, Neglect and Exploitation Reporting System

Revision Management

Revision History Log:

Revision #:	Date:	Recorded By:
v2.0	8/21/2020 10:08 AM	Gary Logan
v1.0	6/20/2020 1:26 PM	Jennifer Gilmore Adamo

Vice President Approval:

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