



BOY SCOUTS OF AMERICA YOUTH PROTECTION GUIDELINES FACILITATOR'S GUIDE

MESSAGE FOR FACILITATORS

The Boy Scouts of America deeply appreciates your acceptance of the responsibility to facilitate this session of "Youth Protection Guidelines: Training for Volunteer Leaders and Parents." This training is an important part of our strategy for helping to protect our members from child abuse.

This *Facilitator's Guide* provides step-by-step instructions to help you prepare for and present this training session.

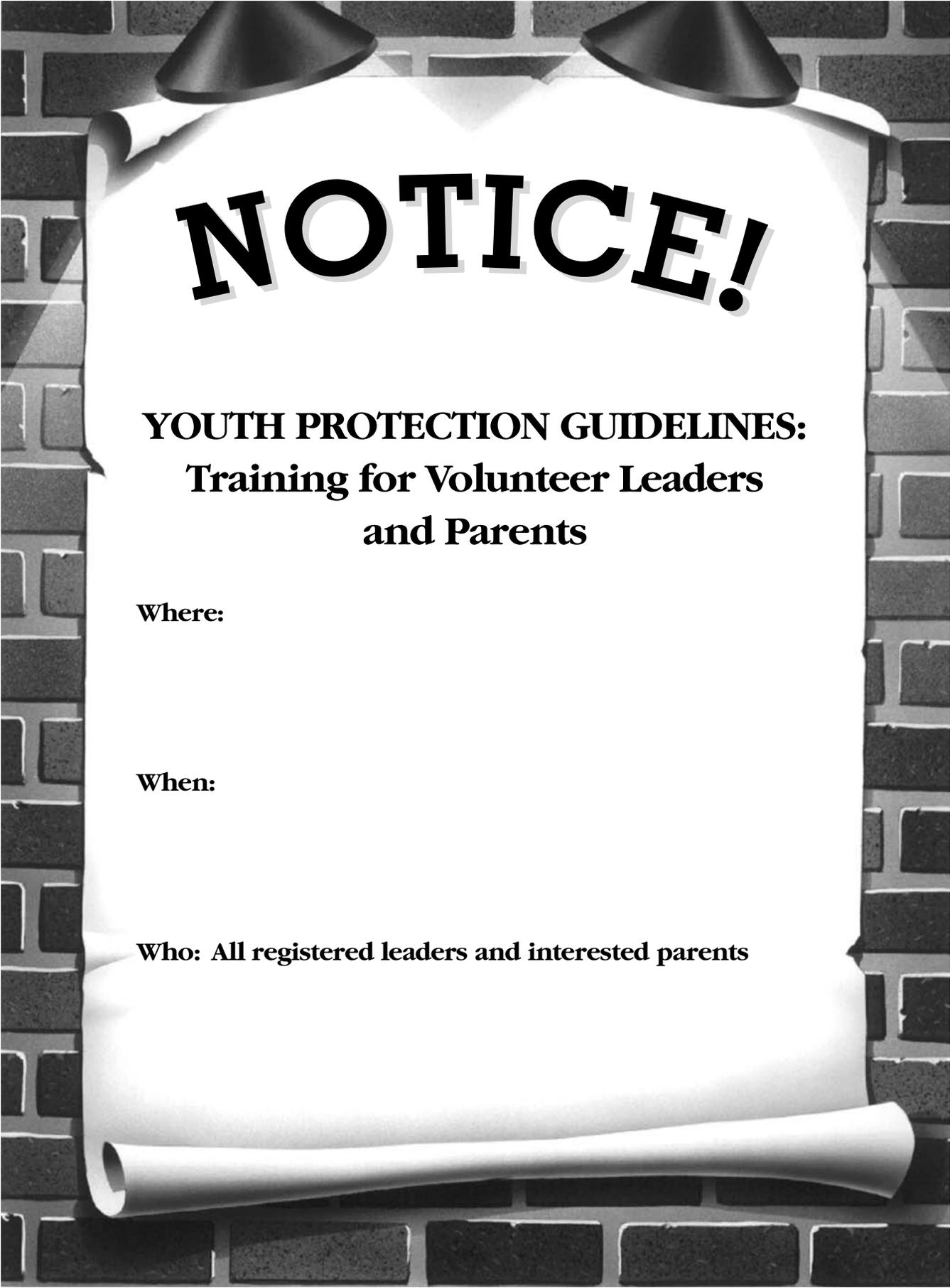
We encourage you to review these materials and become thoroughly familiar with them. Most of the training is delivered through the information on the videotape. In addition to the information from the videotape, you must learn the specific reporting procedures used in your BSA local council and add them to the handout materials for the participants in your training sessions.

For a downloadable version of this Facilitator's Guide and handout materials, go to
www.scouting.org/pubs/ypt/ypt.jsp.

FACILITATOR'S GUIDE

Step-by-Step Instructions

1. Make arrangements for a meeting place and schedule the training.
2. Promote the training in your council newsletter, in announcements at roundtables, or by personal contact.
3. Obtain training materials from your council or district:
 - *Youth Protection Guidelines: Training for Volunteer Leaders and Parents* videotape
 - *Facilitator's Guide*. For a downloadable version of this *Facilitator's Guide* and handout materials, go to www.scouting.org/pubs/ypt/ypt.jsp.
 - Copies of the promotional flier
 - Handout materials (BSA Youth Protection Guidelines: Questions and Answers). For a downloadable version of this *Facilitator's Guide* and handout materials, go to www.scouting.org/pubs/ypt/ypt.jsp.
 - Your council's child abuse reporting procedures
 - Training pocket certificates, No. 33767
4. Review the materials carefully and view the videotape.
5. Duplicate the handout materials, one set for each participant.
6. Review the local council's child abuse reporting procedures and become very familiar with them. Your council's reporting procedures should be available through your council Web site in the Youth Protection Online Training segment of the site.
7. Conduct the training session.
8. Present a Training pocket certificate to each participant.
9. Follow your council's procedures for recording attendance and reporting training participation.



NOTICE!

YOUTH PROTECTION GUIDELINES: Training for Volunteer Leaders and Parents

Where:

When:

Who: All registered leaders and interested parents

DISCUSSION GUIDE FOR BOY SCOUTS OF AMERICA

YOUTH PROTECTION GUIDELINES

Introduction to Training

Welcome to this session of “Youth Protection Guidelines: Training for Volunteer Leaders and Parents.”

This training is an important component of the Boy Scouts of America’s strategy to protect its members from child abuse.

Child abuse is a serious problem in American society. There are over three million reported cases of child abuse each year, including half a million reported cases of *child sexual abuse*. As the nation’s largest youth-serving organization, the Boy Scouts of America has a unique opportunity to make an impact on this societal problem.

Discussion Points for Scenarios

The videotape we are about to view is the result of listening to suggestions made by BSA leaders. The panelists are professionals who deal with child abuse on a daily basis. The studio audience consists of Scouters from throughout the country.

The objectives for this training are to

- Enable Scouting’s leaders and parents to recognize indicators of abuse when they see them.
- Increase the protection of children by promoting prompt reporting of suspected abuse.
- Inform our leaders of the BSA’s Youth Protection policies.
- Increase leaders’ and parents’ awareness of other BSA Youth Protection materials.
- Inform participants of the precise child abuse reporting procedures to be used in this council.

While viewing the video, there will be three scenarios for discussion. After the video, we will discuss our council’s child abuse reporting procedures. Let’s watch the video.

(Start the videotape, *Youth Protection Guidelines: Training for Volunteer Leaders and Parents*.)

Disclosure Scenario

When a child discloses abuse to you, your reaction to the child is a pivotal step in dealing with the situation.

Discussion Points:

How should you respond to a youth’s disclosure?

When responding to a child who has disclosed abuse to you:

1. Try not to panic or overreact.
2. Assure the child that he is not to blame for the abuse that occurred.
3. Tell the child you appreciate his telling you what happened.
4. Respect the child’s privacy from others in the unit, but explain that what happened to him is not OK and that you will need to report it to authorities who must investigate.
5. Contact your local Scout executive because the abuse in this case occurred within the Scouting program. He or she has a designated reporting procedure that will be followed.

Suspicion of Abuse Scenario

As a leader, an important role you can play is being observant of the boys in your unit and available for them to talk to you.

Discussion Points:

You notice very different behavior in a boy in your unit. How do you handle this situation?

When you observe very different behavior in a boy in your unit:

1. Try to talk to the boy about his change in behavior.
2. Don’t be surprised if he is reluctant to talk to you about the situation.
3. Assure him that you are available to talk about what is bothering him when he is ready.

How should you report suspected abuse that took place outside the Scouting program?

When you observe or are made aware of possible abuse outside the Scouting program, contact your local Child Protection Services.

Two-Deep Leadership Scenario

Two-deep leadership is the BSA policy that requires a minimum of two leaders; however, sufficient leadership for the number of boys on an outing is important as well.

Discussion Points:

How do you deal with the loss of a leader prior to an outing?

When the two-deep leadership rule for your unit's outing is threatened:

1. Be prepared. Line up more than two leaders for an outing in case an adult has to cancel at the last minute or has to return home from a trip early. Make sure you have plenty of adults to accommodate the number of boys. One adult for every four boys is a good ratio.
2. You might organize an on-call backup system of adults in case your number of adults drops too low.
3. Check your committee list of adult volunteers for suitable replacements.
4. If the outing requires a national tour permit, make sure at least one leader is Youth Protection trained.
5. Exhaust your options for a second responsible adult before canceling the outing. At least one adult must be 21 years old or older.

Youth Protection Materials for Youth Members

Discussion Points

Have you reviewed, or used, the youth training materials yourself?

Perhaps a good place to start might be for each person taking this training to make a commitment to check out the appropriate video for his unit and schedule its use. *It Happened to Me* is for Cub Scouts and *A Time to Tell* is for Boy Scouts.

Meeting guides for It Happened to Me and A Time to Tell are in the Cub Scout Leader Book (beginning with the 1994 printing) and the Scoutmaster's Handbook (beginning with the 1995 printing). These guides greatly assist in presenting the training.

What opportunities are there in Scouting to spread the word about these materials? Can we talk about them in roundtables and other training sessions?

- Roundtables
- Pack and troop committee meetings
- Other events such as Wood Badge, commissioner colleges, etc.

Local Council Reporting Procedures

Answers for the following points should be covered during this portion of the training:

- Your council's reporting procedures should be available through your council Web site in the Youth Protection Online Training segment of the site.
- Who is the person in the council responsible for receiving reports of child abuse? (It should be either the Scout executive or someone the Scout executive designates.)
- How can the designated person be contacted by someone who wishes to make a report of suspected child abuse?
- What are the procedures for reporting child abuse during times the service center is closed, if they are not the same as during regular business hours?
- If the child is not in the Scouting program, where should the report be made?

BOY SCOUTS OF AMERICA

YOUTH PROTECTION GUIDELINES

QUESTIONS AND ANSWERS

What is child abuse?

Generally speaking, *child abuse* is injury of a child by an adult or older child that might not be intentional, but is not accidental. It is usually classified as physical abuse, emotional abuse, or sexual abuse. Harm caused by withholding life's necessities—food, clothing, shelter, medical care, education—is called *neglect*.

How can I tell if a child has been abused?

Each child reacts to abuse differently. In *physical abuse*, injuries to the child might be evident, but with any kind of abuse, children often give only behavioral clues. You should be alert to changes in the child's behavior. Any abrupt change in behavior that is maintained for a week or longer is a sign that the child is experiencing stress that could stem from a variety of causes—including child abuse. If you notice this kind of change in behavior, you should consider seeking help for the child. Some of the specific signs for each kind of abuse are listed below:

Physical Abuse

A child who has been physically abused might exhibit suspicious injuries. These injuries are different from those normally associated with childhood "wear and tear."

Burns. Burns that might indicate a child has been abused include cigarette or cigar burns on the soles of the feet, the palms of the hands, the back, or the genital areas. Other burns associated with abuse are *friction* or *tether burns* on the wrists, ankles, or around the neck caused by ropes used to tie the child. *Wet burns* on the hands and feet that appear to be glovelike or socklike are caused by forcing the child to bathe in water that is too hot. *Dry burns* leave distinctive marks in the shape of the instrument used to inflict them. Commonly, in child abuse cases, these include electric irons, radiator grates, and stove burners.

Bruises. Bruises of different colors, indicating infliction at different times and in different stages

of healing, often indicate abuse. This is particularly true if the bruises are on the abdomen, back, or face. Bruises, like burns, also might have distinctive shapes indicating the weapon used to inflict them.

Lacerations and abrasions. Children often have scraped knees, shins, palms, or elbows—predictable injuries. When children have lacerations and abrasions in soft tissue areas, such as on the abdomen, back, backs of arms and legs, or external genitalia, it is a strong indicator of physical abuse. Human bite marks, especially when they are recurrent and appear to be adult-sized, are also strongly indicative of abuse.

Fractures. Unexplained fractures are cause for concern. A child with multiple fractures is almost certain to be a victim of abuse. Other signs include swollen or tender limbs and spiral fractures caused by jerking of the arms.

Children who have been physically abused also are likely to show signs of childhood stress. Childhood stress can result from any upsetting situation in the child's environment such as family disruption, death of a pet, or even a move to a new neighborhood. It can also be a result of child abuse. If a child abruptly changes his behavior for more than a few days in a manner that you feel is inappropriate, you might want to ask the child if something is wrong or if you can help. Do not immediately jump to the conclusion that the child has been abused.

Emotional Abuse

The indicators of emotional abuse are hard to detect. Some visible signs are lagging physical development and habit disorders such as thumb sucking or rocking.

Neglect

As with emotional abuse, the signs of neglect are usually very subtle and hard to detect. A neglected child might show up at Scout meetings inappropriately dressed, lacking in personal hygiene, and consistently hungry.

Sexual Abuse

Perhaps the best evidence that a child has been sexually abused is that the abuse is witnessed—if not by yourself, then by another individual. Another excellent indication is that the child says that he has been abused. Again, oftentimes this information may not come from the child himself but from another source.

Physical evidence of sexual abuse, if present at all, tends to be temporary. These signs include difficulty in walking; torn, stained, or bloody underwear; pain or itching in the genital area; bruises or bleeding of the external genitalia; and sexually transmitted diseases.

The *behavioral signs* of sexual abuse are likely to be more conspicuous and present longer. Specific behaviors related to child sexual abuse are an age-inappropriate understanding of sex; reluctance to be left alone with a particular person; persistent and inappropriate sex play with peers or toys; prostitution; wearing lots of clothing, especially to bed; drawings of genitalia; fear of touch; abuse of animals; masturbation in public; nightmares or night terrors; apprehension when the subject of sexual abuse is brought up; and cross-dressing.

The presence of any of these behaviors indicates a possibility that sexual abuse has occurred. They are not, in and of themselves, conclusive evidence that the child has been abused.

What should I do if I notice any of these signs?

First, you should not jump to any conclusions. The signs of child abuse are often ambiguous; they can mean something other than child abuse. Consider stating your observations to the child's parents. For example, you could say, "For the past two weeks, Johnny has been very disruptive at den meeting. He is very aggressive with the other boys and uses foul language. This behavior is very unlike him. I hope that everything is okay." You should **not** make any accusations to the parents that the child is being abused. Even if you file a report with the Scout executive or the authorities because you suspect child abuse, you should not make accusations or state your suspicions to others who are not responsible for determining if abuse is occurring.

What should I do if I suspect that a child is being abused?

If you suspect or hear that a child **in the Scouting program** is being abused, you must con-

tact your Scout executive. He has already established contacts with the child protective services and law enforcement agencies in your area. He will be able to tell you what you should do. He will also tell you that he must contact the appropriate authorities and report your suspicions to them. If you suspect that a child who **is not a Scout** is being abused, you should contact your local child abuse hot line. Generally the telephone number to report child abuse is listed in the white pages under "child abuse."

What if I am not sure that the child is being abused?

The law requires only that you have a reasonable suspicion that a child is being abused. Once a report has been made, the appropriate agency will investigate and determine if abuse can be substantiated. Unless you make a report, the child might remain in grave danger.

How can I tell if a person is a child molester?

Child molesters, individuals who sexually abuse children, do not fit the common stereotypes that we hold, i.e., strangers, dirty old men, mentally disabled, etc. There is no test or other screening mechanism that will identify a child molester prior to committing an offense. Child molesters come from all walks of life, all social and ethnic groups, and all occupational categories. Child molesters might have positions of prominence in their communities. The vast majority of molesters are known by the children they victimize and might have a position of authority over children, such as a teacher, clergy member, youth group worker, or police officer.

How can we protect our children from child molesters?

Child molesters often try to gain access to children through legitimate means such as becoming involved in youth activities. They use this access to identify children who they perceive to be vulnerable to sexual abuse. To protect our children, we must establish and maintain open lines of communication so that they feel free to report any inappropriate or worrisome contact with adults or older children. We also must educate our children to enable them to understand what abuse is and that they have the right to resist any offensive contact.

How does the BSA prevent child abuse in Scouting?

The Boy Scouts of America has adopted a number of policies aimed at eliminating opportunities for abuse within the Scouting program. These policies focus on leadership selection and on placing barriers to abuse within the program.

Leadership

The Boy Scouts of America takes great pride in the quality of our adult leadership. Being a leader in the BSA is a privilege, not a right. The quality of the program and the safety of our youth members call for high-quality adult leaders. We work closely with our chartered organizations to help recruit the best possible leaders for their units.

The adult application requests background information that should be checked by the unit committee or the chartered organization before accepting an applicant for unit leadership. To provide the safest possible experience for our members, a criminal background check is conducted on all new adult volunteers. The information required to conduct the check is taken from the adult application. While no current screening techniques exist that can identify every potential child molester, we can reduce the risk of accepting a child molester by learning all we can about an applicant for a leadership position—his or her experience with children, why he or she wants to be a Scout leader, and what discipline techniques he or she would use.

Tour Permit Policy

The policy of the Boy Scouts of America requires that a Youth Protection-trained leader accompany the youth on all outings that require a national or local tour permit.

Barriers to Abuse Within Scouting

The BSA has adopted the following policies to provide additional security for our members. These policies are primarily for the protection of our youth members; however, they also serve to protect our adult leaders from false accusations of abuse.

- **Two-deep leadership.** Two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings. The chartered organization is responsible for ensuring that sufficient leadership is provided for all activities.
- **No one-on-one contact.** One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences,

such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.

- **Respect of privacy.** Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp, and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.
- **Separate accommodations.** When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian. Councils are strongly encouraged to have separate shower and latrine facilities for females. When separate facilities are not available, separate times for male and female use should be scheduled and posted for showers.
- **Proper preparation for high-adventure activities.** Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- **No secret organizations.** The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.
- **Appropriate attire.** Proper clothing for activities is required. For example, skinny-dipping is not appropriate as part of Scouting.
- **Constructive discipline.** Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- **Hazing prohibited.** Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.
- **Junior leader training and supervision.** Adult leaders must monitor and guide the leadership techniques used by junior leaders and ensure that BSA policies are followed.

How can parents help protect their children?

Parents participate in the protection of their children in a variety of ways. We have already mentioned the need for open lines of communication so that children are encouraged to bring any troubles to their parents for advice and counsel. In addition, parents need to be involved in their sons' Scouting activities. All parents receive important information concerning the Scouting program as part of their sons' membership applications. This information is provided so that parents can detect any deviations from the BSA's approved program. If any deviations are noted, parents should call these to the attention of the chartered organization or the unit committee. If the problems persist, parents should contact the local council for assistance.

Parents also need to review the booklet, *How to Protect Your Children from Child Abuse and Drug Abuse: A Parent's Guide*, inserted in every Boy Scout and Cub Scout handbook. The information in this booklet should be the subject of discussions between Scouts and their parents prior to joining a troop or receiving the Bobcat badge.

Why do most child victims of sexual abuse keep the abuse secret?

A victim of child sexual abuse is under a great deal of pressure to keep the abuse secret. In many cases of child molestation, the molester has threatened to harm the child or a member of the child's family. The molester might have told the child that he would not be believed even if the child did tell. Another common situation is that the molester will tell the child that if the child tells about the abuse, he will get into trouble. The clear message is given to the child that if another person finds out, something bad will happen to the child. This pressure to maintain silence can often be successfully overcome by establishing open communication between children and adults through a proper educational program for children.

What should I do if a child tells me that he has been sexually abused?

How an adult responds to a child when he tries to disclose abuse can influence the outcome of the child's victimization. By maintaining an apparent calm, the adult can help reassure the child that everything is going to be okay. By not criticizing the child, we counteract any statements the molester made to the victim about the child getting into trouble. Reassure the child that you are concerned about what happened to him and that you would like to get him some help. Allegations by a Scout concerning abuse in the program must be reported to the Scout executive. Since these reports are required, the child should be told that you have to tell the proper authorities but that you will not tell anyone else. It is important that you not tell anyone other than the Scout executive or the child protective services agency about allegations of abuse—if the allegations cannot be substantiated, you could be sued for defamation of character.

How do I know what my reporting responsibilities are?

Your council's reporting procedures should be available through your council Web site in the Youth Protection Online Training segment of the site. Every state, the District of Columbia, and the U.S. territories

have different reporting requirements. As part of this training, you will receive reporting instructions for your area and for your council. People are often concerned about being sued for reporting child abuse. You are not required to know for certain that a child has been abused. All that the law requires is that you have a reasonable suspicion and are reporting in "good faith." When these requirements are met, all states provide immunity from liability for child abuse reporters.

What educational materials does the BSA have for youth members?

The BSA produced separate age-appropriate videos for Cub Scout-age and Boy Scout-age boys to address the problems of sexual abuse. The video for Cub Scouts, *It Happened to Me*, should be used annually by packs or dens, but **only** for Cub Scouts accompanied by a parent or other adult family member. The video for Boy Scouts, *A Time to Tell*, introduces the "three Rs" of Youth Protection, and should be viewed by troops annually.

How can Scout leaders who are not social workers teach children about youth protection?

The BSA recognizes that many of our leaders feel unprepared to talk to children about preventing sexual abuse. For this reason, the BSA has meeting guides for both of the videos produced to be viewed by youths. The guides address everything from scheduling the meeting, contacting the police or social services for assistance, and notifying parents (a sample letter is provided), to questions and answers for discussion after the video has been viewed.

What are the "three Rs" of Youth Protection?

The "three Rs" of Youth Protection convey a simple message that the BSA wants its youth members to learn:

- **Recognize** situations that place him at risk of being molested, how child molesters operate, and that anyone could be a molester.
- **Resist** unwanted and inappropriate attention. Resistance will stop most attempts at molestation.
- **Report** attempted or actual molestation to a parent or other trusted adult. This prevents further abuse of himself and helps to protect other children. Let the Scout know he will not be blamed for what occurred.

