



Toowoomba Meeting 13/01/2020

Members Present	30
Apologies	9
Absent	3
Raffle Winner	No. 01 David Hamilton

Sergeant Alan Twiddle

Meeting opened at 6.10pm with The Four-Way Test – Read by Sergeant and members toast to “Rotary International”.

Welcome by Past President Chris Clark.

Welcome back: Amanda Thomas.

President Notices:

- Garden City Race day 29 February – email circulated – proceeds to the Base charity.
- Ray Taylor had open heart surgery before Christmas – now back home and recovering.

Directors Reports:

- David Hamilton – Treasurer Update – all subs paid.
- Errol Wildman – Drought committee update. Fires currently overshadowing drought. Drought expected to take up to 3 years to recover. Please keep in mind potential contributors to the Rotary drought appeal – Errol will make contact if we provide names. Shane Doyle advised our club is planning a donation from RT2R funds.
- Roger Stark – Youth services – Mitsukido exchange happening – 2 representatives in Japan currently.

Secretary’s announcements:

- Next meeting Monday 20 January 2020 Burke & Wills is a membership night. Please advise details of any guests by this Friday 17 January with any dietary requirements.

Sergeant’s Session:

- Notable fines:
 - Greg James 46 years wedding anniversary,
 - Jeff Collard 46 years wedding anniversary. (Also fined December)

Guest Speaker:

Topic: Safety Officer Briefing – Roger Stark

Attached.

Meeting closed at 7.36pm with singing of the National Anthem.

[Type here]



**ONLINE
YOUTH
PROTECTION
TRAINING**

Rotary
District 9630



**For all Rotarians
and other adult
volunteers
working with
youth in Rotary
Youth Programs**



ONLINE YOUTH PROTECTION TRAINING

Rotary
District 9630



HOW THIS TRAINING WORKS

- During this course you will be presented with a series of readings with several questions posed as you proceed.
- At the completion of the readings you will find a fifteen (15) question test based on the readings.
- These questions will be the same as those posed throughout the readings but will be in random order.
- In order to complete this online training and receive a certificate of completion, it will be necessary to achieve a score of 80% on this test. (i.e. you need to score a minimum of 12/15)
- GOOD LUCK.



**ONLINE
YOUTH
PROTECTION
TRAINING**



“Rotary District 9630 strives to create and maintain a safe environment for all youth who participate in Rotary activities.

To the best of their ability, Rotarians, Rotarians’ spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse”



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Glossary

- **Child** - A young person in a Rotary youth program under the age of 18 years.
- **RI** - Rotary International
- **RYE** - Rotary Youth Exchange
- **RYP** - Rotary Youth Program
- **Volunteer** - An adult involved in Rotary Youth Programs who has direct interaction either supervised or unsupervised with young people in a Rotary Youth Program



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- **Responsible Adult** - any adult who, in a family or group situation for a short period of time, is responsible for caring for a youth/students.
- **Youth Program Participant** - Any individual who is participating in a Rotary Youth Program regardless of whether he or she is of legal age of majority, also referred to as young people, children, child, youth, student or young person
- **DIO** - District Insurance Officer
- **DYPO** - District Youth Protection Officer
- **WWC** – Working With Children - The terminology used for a criminal history check in NSW, Vic, Qld. Other States and Territories have similar checks under different names.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

Youth program participants are any individuals who are participating in Rotary Youth Programs and have not yet reached the legal age of majority which in Queensland is 18 years of age.



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General Requirements

- All Clubs must complete and return the **Club Insurance & Compliance Declaration** to their DIO by **30th April** each year.
- This Document can be [downloaded here](#) and a copy is shown over.
- All Rotary Clubs must have appointed a **Youth Protection Officer**



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Club Insurance & Compliance Declaration 2019-2020

IMPORTANCE HIGH

Please return to District Insurance & Protection Officer by the date required.

Rotary Club of _____

Section 2: Protection

Yes No

1	Is your club involved in any Youth Programs i.e. YEP, RYLA, RYPEN etc (If no please go to Question 3)	Y	N
2	<ul style="list-style-type: none"> Does your club comply with RI's Youth Protection & Certification Requirements? Does your club maintain a register of Volunteer Declarations? Have copies of all Volunteer Declarations been provided to the District Officer for document retention purposes? 	Y	N
3	Has your club ever received a complaint /allegation of sexual abuse or harassment?	Y	N
4	Is your club familiar with District Risk Management Policy & Guidelines for Youth Programs?	Y	N
5	Is your club familiar with the R.I. sexual abuse/harassment allegation reporting Guidelines?	Y	N
6	Has your club received Youth Protection procedures training?	Y	N
7	Would your club like an update in procedures as a meeting program?	Y	N

Completed by _____ Date _____

Name of Club Youth Protection Officer _____ Email _____



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

It is only necessary to complete the Club Insurance and Compliance Declaration if your club is involved in any of the Youth programs (such as RYLA, YEP, RYPEN).



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Volunteer Requirements

- Complete a Rotary Youth **Volunteer Information and Declaration (Form 3)**
- This form can be [downloaded here](#).

PLEASE NOTE:

- You will need to provide the name and contact details for three referees, only one of whom may be a Rotarian and none may be family members.
- You will need a current **Blue Card** or be in the process of applying for same.
- Volunteer screening in respect of Youth Programs is:
 - ❖ a Legislative requirement under law,
 - ❖ a mandatory Rotary International requirement,
 - ❖ an Insurer requirement



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Those required to be screened by way of a Volunteer Declaration might be limited to:

- President
- Youth Protection Officer
- Youth Services Director
- Student Counsellor
- YEP Host Parents/ family members



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

All adults involved in Rotary Youth Programs who have direct interaction either supervised or unsupervised with young people must complete a Volunteer Information and Declaration form.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU TAKE THE TEST AT THE END OF THE READINGS.

- Volunteer screening in respect of Youth Programs is:
- (a) a Legislative requirement under law,
 - (b) a mandatory Rotary International requirement,
 - (c) an Insurer requirement
 - (d) All of the above



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU TAKE THE TEST AT THE END OF THE READINGS.

Which of the following is not a correct statement with respect to the completion of a Volunteer Information and Declaration form:

- a) You will need to provide the name and contact details for three referees
- b) Only one referee may be a Rotarian
- c) Only one referee may be a family member
- d) You will need a current Blue Card or be in the process of applying for same.



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Responsible Adult

All other volunteers assisting in a RYP may be defined as a "**Responsible Adult**"

A **responsible adult** is any adult who, in a **family or group situation** for a short period of time, is responsible for caring for a youth/students.

The adult shall be in a position to offer the youth/student assistance, guidance or an educational, cultural or recreational experience.



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This adult will not need to have been police checked or formally reference checked because the experience or contact is such that there is virtually no opportunity for misconduct to occur.

The person responsible for the youth/student needs to be satisfied, in the same way a conscientious parent would be satisfied, that this adult **is suitable** for their own underage son or daughter to stay or associate with for a short period of time.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU TAKE THE TEST AT THE END OF THE READINGS.

True or False

A Responsible Adult differs from a Volunteer in that he or she is responsible for caring for a youth/students in a family or group situation for a short period of time and will not need to have been police checked or formally reference checked because the experience or contact is such that there is virtually no opportunity for misconduct to occur.



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- It is an RI requirement that the Chairs of all Youth Committees, even though they may not have direct contact alone with young people, are assessed in the same way as a **Volunteer** who is alone with a child.
- Where Rotary is assisting in a youth program which is under the control of another organisation such as a school, the protection requirements set out by Rotary International still apply together with any additional requirement the other organisation may require.
- Copies of all declaration forms must be sent to the District for document retention purposes and must be securely stored in accordance with district policy and made available only to people who are required to see them.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

Where Rotary is assisting in a youth program which is under the control of another organisation such as a school, the protection requirements set out by Rotary International no longer apply as they will be superseded by the rules of the other organisation.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

Copies of all declaration forms must be sent to the District for document retention purposes and must be securely stored in accordance with district policy and made available only to people who are required to see them.



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Requirements relating to Young People

- Participants are to be briefed on the requirements, scope and rules relating to the program. They will also be assessed to ensure that they are suitable candidates.
- Participants need to have the confidence to seek our help if they have a problem, knowing that we will
 - ❖ Listen Sympathetically
 - ❖ Respond promptly, effectively and with compassion



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- Participants are to be briefed and given list of responsible people and organisations in and outside of Rotary that they can approach if they have an harassment issue.
- All participants must agree to, and follow, the rules and instructions relating to the program.
- Participants are to be given opportunity to offer comments about the program by way of debrief. All comments will be seriously considered.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

Which of the following is a requirement relating to young people and their participation in Rotary Youth programs?

- (a) Participants are to be briefed on the requirements, scope and rules relating to the program and must agree to, and follow, the rules and instructions relating to the program.
- (b) Participants need to have the confidence to seek our help if they have a problem, knowing that we will listen sympathetically, respond promptly, effectively and with compassion
- (c) Participants are to be briefed and given list of responsible people and organisations in and outside of Rotary that they can approach if they have an harassment issue.
- (d) All of the above



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DEFINITIONS OF ABUSE AND HARASSMENT

Emotional or verbal abuse —

The use of fear, humiliation, or verbal assaults to control the behaviour of another. Examples include rejecting the person, preventing him or her from developing normal social relationships, and making derogatory statements about his or her race, religion, ability, intellect, tastes, or personal appearance.



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Physical abuse —

Physical contact intended to cause pain, injury, or other physical suffering or harm.

Neglect —

Failure to provide the food, shelter, or medical care that is necessary to well-being.

Sexual abuse —

Engaging in or arranging implicit or explicit sexual acts, whether they are performed alone or with another person of any age or gender, through force or coercion or with anyone who is unable to give consent. Any sexual activity between a legal adult and a minor is considered sexual abuse. Sexual abuse can also include non-touching offences, such as voyeuristic behaviour, indecent exposure, or showing a young person sexual or pornographic material.



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Sexual harassment —

Sexual advances, requests for sexual favours, or verbal or physical conduct of a sexual nature that is unwanted or directed at someone unwilling or unable to provide consent. In some cases, sexual harassment precedes sexual abuse and is used by sexual predators to desensitise or groom their victims.



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Examples of sexual harassment include:

- Sexual epithets or jokes, written or spoken references to sexual conduct, gossip about one's sex life, and comments about a person's sexual activity, deficiencies, or prowess
- Verbal abuse of a sexual nature
- Display of sexually suggestive objects or images
- Sexual leering or whistling
- Inappropriate physical contact, such as brushing against a person
- Obscene language or gestures, and suggestive or insulting comments



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU TAKE THE TEST AT THE END OF THE READINGS.

Emotional or verbal abuse might include the following:

- (a) rejecting the person,
- (b) preventing him or her from developing normal social relationships,
- (c) making derogatory statements about his or her race, religion, ability, intellect, tastes, or personal appearance.
- (d) All of the above



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SIGNS OF ABUSE OR HARASSMENT

Rotarians, other volunteers, and parents of Rotary youth program participants should watch for physical and behavioural signs of abuse or harassment.

Many of these indicators could also be considered typical adolescent behaviour or an understandable reaction to family changes, cultural adjustment, or homesickness.

Adults who are actively involved in the participant's daily life will be better able to observe the behavioural and physical changes that can be signs of abuse and determine whether they are.



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Physical changes:

- Repeated pattern of injury or an accident for which the explanation does not make sense

Anxiety:

- Reports of high levels of anxiety; obsessive-compulsive patterns; fear of certain places, people, or activities; reluctance to be alone with a particular person; nightmares or other sleep problems

Changes in eating habits or body image:

- Distorted body image, including or resulting in eating disorders

Depression:

- Excessive crying, extreme mood swings, diminished self-esteem, self-mutilation, and suicidal gestures or attempts



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Delinquency:

- Criminal behaviour, conflict with authority, running away, academic problems, and drug or alcohol abuse

Withdrawal:

- Difficulties at school, unwillingness to participate in extracurricular activities, repression, poor peer relationships, or isolation

Aggression:

- Overly hostile behaviour or language directed toward peers, adults, or pets

Age-inappropriate behaviour:

- Sexual promiscuity or graphic knowledge of sex or sexual behaviour



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

Which of the following indicators of abuse or harassment could be considered typical adolescent behaviour or an understandable reaction to family changes, cultural adjustment, or homesickness and therefore could be ignored?

- (a) Physical changes
- (b) Anxiety
- (c) Changes in eating habits or body image
- (d) None of these as they all could be real indicators



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Allegations of Abuse

- All adults who Rotary recommends a young person may contact if abused will be briefed and given the RI list of common sense responses to follow should this happen.



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- The process following the advice of an allegation shall be:
 - ❖ Ensure the safety of the young person
 - ❖ Persuade them to go promptly (so forensic evidence if available is not lost) and accompany them to the police
 - ❖ Notify the District Protection Officer or the District Governor
 - ❖ They must then email a **Rotary Youth Protection Incident Report** to RI youthprotection@rotary.org of any incident or allegation within 72 hours
 - ❖ And Notify insurer via AON



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- **Do Not-**
 - ❖ contact the accused
 - ❖ talk about or tell others
- In all matters where the police are involved, Rotary will allow them to investigate and report.
- Where the police do not wish to investigate, the District Review Committee will conduct a thorough investigation: using experts outside Rotary as necessary or as requested by the victim or the victim's legal guardians



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

Which of the following should not be part of the process following the advice of an allegation by a young person?

- (a) Ensure the safety of the young person
- (b) Contact the accused person to get their side of the story
- (c) Persuade the young person to go promptly (so forensic evidence if available is not lost) and accompany them to the police
- (d) Notify the District Protection Officer or the District Governor



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Requirements specific to Youth Exchange

- Youth Exchange is a District Program administered for clubs by the District Youth Exchange Committee
- The District Youth Exchange Committee is required to ensure all parties involved with incoming and outgoing exchanges, attend and receive comprehensive training
- All Rotary Clubs wishing to be involved in either sponsoring or hosting an exchange student need to apply to the District Youth Exchange Committee for certification.
- All Youth Exchange students are to be given an inbound and outbound counsellor of the same sex to assist and guide them.



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- All young people in Rotary Youth Exchange will be given and briefed on a list of simple, common-sense actions they can take to keep safe.
- It is important that counsellors and students are in regular communication before and during their time overseas or time hosted in Australia.
- All host families will be carefully interviewed in the family home by two members of the Rotary club to ensure their suitability and that of their home before their appointment is confirmed.
- The club youth exchange counsellor will make occasional unannounced or at-short-notice- visits to inbound exchange student's homes to check on their wellbeing.



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- The District Youth Exchange Committee is required by RI to have a dedicated mobile phone available 24 hours a day for emergency student contact.
- The District Youth Exchange Committee is to ensure all RYE students have travel insurance in accordance with RCOP 46.060.10 before they leave their country of origin.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

All Youth Exchange students are to be given an inbound and outbound counsellor of the same sex to assist and guide them.



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Our Obligations

- Our obligations when conducting any program involving young people, are no more than we would expect if it were our son or daughter participating in such a program.

When in doubt apply the test:

What would I expect if it were my child?



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CONSIDER THIS QUESTION

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True or False

Teenagers often make up abuse allegations in order to get attention or to get what they want from adults.



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CONSIDER THIS QUESTION

YOU WILL NOT BE ASKED FOR A RESPONSE UNTIL YOU
TAKE THE TEST AT THE END OF THE READINGS.

True or False

Rotary Policies for Youth Protection are designed to safeguard children and young people from the effects of physical, sexual and emotional abuse.



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Rotary Online Training Module

To complement this online training activity, Rotary International has developed a course entitled **Protecting Youth Program Participants.**

- Access via My Rotary
- Go to Learning & Reference
- Select Learning Centre
- Select Protecting Youth Program Participants
- Start

Or alternatively click on this [hyperlink](#).

(You will need to log into MyRotary but don't forget to go to the next slide to complete your test.)



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CLICK [HERE](#) TO GO TO TEST

Rotary Youth Volunteer Information and Declaration Form

**This Form is mandatory for Volunteers
Responsible Adults are exempt
(Refer definitions)**

Personal Details

Name		DOB / /	Email
Phone	Work	Home	Mobile
Address	Period at this address (years)		
Occupation	Employer		

Program involvement

Which Youth programs will you be involved with, and what will your role or roles be?
Past involvement with youth

Personal References (Only one referee may be a Rotarian and none may be family members)

1	Name	Email	
	Phone	Work	Home Mobile
2	Name	Email	
	Phone	Work	Home Mobile
3	Name	Email	
	Phone	Work	Home Mobile

Police Check and Criminal History

Working with Children Card Number		Expiry Date	
<p>Have you ever been charged with or been found guilty of charges involving sexual, physical, or verbal abuse, including but not limited to domestic violence or intervention orders.</p> <p>If yes, please explain. Also indicate date(s) of incident(s) and the Country and State in which each occurred (attach a separate sheet, if needed).</p> <p>Charges that resulted in a diversion should be recorded, as should the final outcome of any intervention order applications that might have been made against you.</p>			Yes () No ()

I certify the following:

- All statements and information given on this form are true and correct.
- I have contacted my referees and all are happy for *Rotary to contact them
- I give my full permission for any of the referees listed above to be contacted by *Rotary to confirm my suitability as a Youth Program Volunteer.
- I agree to abide unreservedly by *Rotary's decision as to my suitability as a Youth Program Volunteer in *Rotary programs.
- I acknowledge that (copies of) this form and the results of *Rotary's enquires will be held by the manager of any program for which I volunteer and by the District.

*For these purposes Rotary means the Rotary Club or District for which this form is submitted and any other Club or District that conducts a Youth Program for which I volunteer either now or in the future.

I have read and understood the above declaration and sign this form voluntarily.

Applicant	Name	Signature	Date
Rotary Witness	Name	Signature	Date

Form 3

Record of Referee contact by Club Authorised Officer

1 Name Referee		Contact Date
Comments		

2 Name Referee		Contact Date
Comments		

3 Name Referee		Contact Date
Comments		

Name of Authorised Club Officer _____ Position _____	
Signed: _____ Authorised Club Officer	Date _____
Phone _____	

I _____ President, Rotary Club of _____	
verify that _____ has satisfactorily completed this Declaration, Referees have been contacted and Working With Children card is current. The club finds the applicant to be a suitable Volunteer.	
Signed _____	Date _____
Phone _____	

Form 3

Notes:

Background Checks and Criminal Record Checks

Background Checks and Criminal Record Checks Background checks play a critical part in any youth protection policy because they deter potential offenders and deny known offenders access to the program.

Although many offenders have no criminal record and diligently avoid being caught by law enforcement, background checks may dissuade them from volunteering in a Youth Program.

Many youth-serving organizations require a criminal background check for all adult volunteers who work with youth, even for programs that don't involve unsupervised access to youth.

Reference Checks

Reference Checks Simply requesting references in the application is not sufficient.

Contact each reference by phone or in person, and ask a standard set of questions, such as:

- How long have you known this individual?
- In what capacity?
- Do you think this person is well qualified to work with youth?
- Would you have any reservations about recommending this person to serve in a Rotary Youth Program?

Record the date of the interview and responses to each question, and keep this information with the volunteer's application.

Definitions:

Volunteer

An adult involved in Rotary Youth Programs who has direct interaction either supervised or unsupervised with young people.

Responsible Adult

A responsible adult is any adult who, in a family or group situation for a short period of time, is responsible for caring for a youth/students. The adult shall be in a position to offer the youth/student assistance, guidance, or an educational, cultural, or recreational experience. This adult will not have been police checked or formally reference checked because the experience or contact is such that there is virtually no opportunity for misconduct to occur. The person responsible for the youth/student needs to be satisfied, in the same way a conscientious parent would be satisfied, that this adult is suitable for their own underage son or daughter to stay or associate with for a short period of time.