



# METHODIST UNIVERSITY

## Child Protection Policy

Methodist University (“the University”) is committed to maintaining a supportive and safe environment, one which seeks to enhance the well-being of all members and visitors within its community. Within that commitment, the University places importance on creating a secure environment for children. To that end, the University has adopted the following child protection policy and procedures.

In order to ensure the safety and well-being of children, individuals, including University faculty, staff, students, volunteers, others in positions of trust and representatives as well as third-party vendors and their employees, representatives, or volunteers that contract for use of University facilities, with responsibilities that involve interaction with children (collectively “University personnel”), must carefully review and abide by the following policy regarding abuse.

### **Obligations Under This Policy**

A “child” is a person who has not reached the person's eighteenth birthday and is not married, emancipated, or a member of the Armed Forces of the United States.

This Policy applies to child abuse, molestation or neglect that allegedly occurs on the University’s campus, on property owned or leased by the University, or while University personnel are participating in a University connected activity off campus.

It is the University’s position that all University personnel should immediately report known or suspected child abuse or neglect as provided in this policy.

### **Definitions of Child Abuse and Neglect**

No form of child abuse, whether physical, emotional or sexual, will be permitted or tolerated under any circumstances whatsoever. Child abuse is morally and legally wrong. It can come in many forms.

Harm or threatened harm to a child's health or welfare can occur through non-accidental physical or mental injury, sexual abuse or attempted sexual abuse or sexual exploitation or attempted sexual exploitation.

“Sexual abuse” may be perpetrated by an adult or another child and includes the employment, use, persuasion, inducement, enticement, or coercion of any child to engage in, or having a child assist any other person to engage in, any sexually explicit conduct or any simulation of the conduct for the purpose of producing any visual depiction of the conduct; or the rape, molestation, prostitution, or other form of sexual exploitation of children, or incest with children. Sexual abuse also includes any activity that is meant to arouse or gratify the sexual desires of the perpetrating adult or child. Sexual abuse may or may not involve touching.

“Sexual exploitation” includes allowing, permitting, or encouraging a child to engage in prostitution and allowing, permitting, encouraging or engaging in the obscene or pornographic photographing, filming, or depicting of a child for commercial purposes.

Negligent treatment or maltreatment of a child includes the failure to provide adequate food, medical treatment, supervision, clothing, or shelter.

### **Prevention Procedures**

The University is committed to doing everything possible to prevent any form of child abuse from occurring at the University by University personnel. To that means all University personnel that will have interaction with children will be trained in this policy. Every University personnel that will interact with children, will be subject to a background check.

As a preventative measure the University will do the following –

- Appoint a Designated Leader who will be responsible for the implementation of this policy.
- Inform all University personnel of this policy and train them of their responsibilities
- Provide refresher training to all University personnel on this policy annually
- Complete a background check on all University personnel interacting with children prior to having that interaction
- Maintain a three person rule that restricts and prohibits “one-on-one” situations between children and University personnel (except in an instructional situation such as music lessons, tutoring, etc.)
- Apply this policy to all situations including but not limited to:
  - Transporting children
  - Overnight activities involving children
  - Off premise activities involving children and University personnel
- Encourage parental visits and program involvement with all our activities involving children.
- Establish a buddy system, where 2 or more children are partnered.
- Require any one who witnesses or suspects abuse of any form to report that complaint as outlined below immediately
- Take swift and immediate action on all reported complaints

### **Reporting Procedures**

If you know or suspect that a child is a victim of child abuse or neglect, you must act.

In deciding whether or not to report an incident or situation of suspected abuse or neglect, it is not required that you have proof that abuse or neglect has occurred. Any uncertainty in deciding to report suspected abuse or neglect should be resolved in favor of making a good faith report.

In making a report, your actions should be as follows:

**First**, immediately report the information to:

The University Police Department at **910-630-7149**.

Your oral report should include all available information regarding the known or suspected abuse or neglect, including, but not limited to, the name of the child, his whereabouts, the names and addresses of the parents, guardian, or caretaker and the character and extent of the injuries. The report should also contain, if known, any evidence of previous injuries to said child and any other pertinent information that might establish the cause of such injury or injuries, and the identity of the person or persons responsible for the same.

**Second**, do not directly question or solicit information from the child or from the person suspected of improper behavior. That is not your role; the role of investigation lies with city, county, and state officials.

**Third**, in addition to making an oral report, you must also complete a Child Abuse or Neglect Report Form and deliver the same to the MU Police Department.

**Fourth**, As required by North Carolina law, any person who believes a child has been abused or neglected, must report that situation to the Department of Social Services in the county where the child is found. The Cumberland County Department of Social Services Child Protective Services division may be reached at (910) 677-2450.

#### **Prohibition on Retaliation and Immunity from Liability**

Any person who makes a good faith report of child abuse or neglect shall not be subjected to retaliation by Methodist University. Further, good faith reports of child abuse made to county Divisions of Social Services are generally immune from civil liability. Methodist University will hold all reports of child abuse made to it in the strictest confidence and will only disclose the identity of the reporter if required by competent legal authority."



**METHODIST  
UNIVERSITY**  
**CHILD ABUSE or NEGLECT  
REPORT FORM**

To be promptly completed by a person who knows or, in good faith, suspects child abuse or neglect and, upon completion, provided to The Methodist University Police Department (MUPD)  
*(Please print all information)*

**Date of Report:** \_\_\_\_\_ **Report Submitted To:** \_\_\_\_\_

**Report Submitted By:** \_\_\_\_\_

**Reporter's Home Telephone:** \_\_\_\_\_ **Reporter's Cellphone:** \_\_\_\_\_

**Reporter's E-mail Address:** \_\_\_\_\_

**Reporter's Address:** \_\_\_\_\_

**Name of Child Involved:** \_\_\_\_\_

**Child's Current Location (if known):** \_\_\_\_\_

**Contact Information of Child or Child's Parent/Guardian (if known):**

\_\_\_\_\_  
\_\_\_\_\_

**Name of Accused:** \_\_\_\_\_

**Relationship of Accused to the Child:** \_\_\_\_\_

**Date/Time/Location of incident or observation:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Statement of what occurred or what was observed:**

Provide a detailed description of every explicit detail you can remember and use direct quotations wherever possible. Please include in your statement evidence of previous injuries, if any, to the child and relevant information relating to the cause of any such injuries, including the identity of the person or persons responsible for the same. If additional room is needed, please continue statement on the back of the report.



Please identify and provide contact information (if known) of all individuals who also know of or suspect the child abuse or neglect that is the subject of this report and briefly explain how they came to know or suspect the abuse or neglect. If additional room is needed, please use the back of the report.

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**Reporter's Signature:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

\*Please contact The Methodist University Police Department (910-630-7149) with any questions concerning the completion of this report.

**Please deliver completed report to a MUPD officer or to the front desk at MUPD, which is located in the Campus Services Building**