

PSL Anti-bullying Policy

The following anti-bullying policy is adapted directly from the Prattville YMCA *Policies and Procedures for Youth Protection* handbook for Staff and Volunteers. PSL parents, swimmers, coaches and volunteers will ensure enforcement of these policies.

Responding to Youth-to-Youth Sexual Abuse, Sexualized Behaviors, Physical Abuse, Emotional Abuse, and Verbal Abuse.

1. Youth-to-Youth Interactions

- a. Youth-to-youth inappropriate behaviors can include inappropriate touching, exposing body parts, using sexualized language, making threats of sexual activity, engaging in sexual activity, aggressive physical contact, making threats of aggressive physical contact, cyber bullying, relational bullying (excluding rumor spreading), name calling, and similar types of interactions. Bullying is determined by these three characteristics: intentionality, repetition, and power imbalance.

2. Staff and Volunteer Response

- a. If you observe inappropriate behaviors or inappropriate behaviors are reported between youth, you should immediately separate them.
- b. Calmly explain that such interactions are not permitted and separate the youth.
- c. Notify your direct supervisor.
- d. Complete the necessary paperwork including what you observed and how you responded.

3. Supervisor and Administrator Response

- a. Meet with the staff who reported the inappropriate behavior to gather information.
- b. Confirm that the youth involved have been separated or placed under increased supervision.
- c. Review the steps taken by the staff on duty.
- d. Review the incident report to confirm it is accurately and thoroughly completed.
- e. Meet with parents of the youth involved.
- f. Determine what actions should be taken to make sure there is no recurrence, including assessing the suitability of the program for the children involved.
- g. Notify the proper authorities.
- h. Develop a written corrective action or follow-up plan in response to the incident.

4. Organization Response

- a. Based on the information gathered, the following may be required:
 - i. Review the need for additional supervision
 - ii. Review the need for revised policies or procedures
 - iii. Review the need for additional training
 - iv. Alert others in the organization
 - v. In some cases, if the problem is recurring discipline may be required including not allowing one or both youth to return to the program.