

The CREW Urban Youth Equestrians

CHILD PROTECTION POLICIES

I. Child Protection Policy

A. Background Checks

Background checks will be completed on all employee or volunteer applicants who have been made a conditional offer of employment.

Background checks will be conducted on all independent contractors and volunteers who work with or have contact with anyone who is under age 18.

If there is a break in employment or in a contracting or volunteer relationship of more than twelve months, a new background check will be run prior to entering into a new employment, contracting, or volunteer relationship.

For any employee, independent contractor, or volunteer that works directly with children, background checks will be conducted again, at a minimum, every 3 years. The Organization retains the discretion to recheck other employee's, independent contractor's, or volunteer's background checks periodically, using current best practices for selection of groups and frequency of rechecks.

The Organization will pay the cost of background checks.

B. Training

All employees, independent contractors, or volunteers who work directly with youth or children will be required to participate in training prior to the beginning of such work. The Organization reserves the right to require retraining at any time.

The Organization's appropriate personnel (human resources, etc.) will coordinate with individuals to ensure that training is completed.

The Organization will pay any cost for this training.

C. Distribution of Policies

A copy of the Child Protection Policies will be distributed to all Organizational employees, independent contractors, and volunteers who may come into contact with youth or children at the Organization or participating in Organization-related events.

Each employee, independent contractor, and volunteer who receives the Child Protection Policies will sign an acknowledgment of receipt. This may be through an employee or volunteer handbook. A copy of the acknowledgement will be retained in the employee's personnel file or will be attached to the Organization's copy of an independent contractor's contract or a volunteer's application.

D. Collective Bargaining Agreements

If any of these practices are inconsistent with a collective bargaining agreement, the collective bargaining agreement will control.

II. Protection Policies

A. Definitions

The terms "youth," "child," and "children" when used in these policies means anyone under 18 years of age.

The term "Organization Worker(s)" when used in these policies includes an employee, independent contractor, or employee providing work or services for the Organization.

B. Prohibition against abuse and misconduct

The Organization is committed to promoting the safety and wellbeing of youth and children who visit the Organization or participate in Organization-related programs. As such, the Organization specifically prohibits any abuse or misconduct toward youth and children, and requires the prompt reporting of any such abuse or misconduct.

Any Organization Worker who works directly with children and youth at the Organization or in any Organization-related program will be subject to a background check in accordance with the Organization's practices and policies.

C. Training

All Organization Workers who work with children or youth will be required to complete child protection training. The Organization reserves the right to require retraining.

D. Rule of 3

One-on-one contact between an Organization Worker and a youth or child is not permitted at any time on Organization property or when engaged in Organization business. Rather, Organization follows the "Rule of 3." When a child or youth is involved, there must always be at least three people present (e.g., two or more children and one adult, or two or more adults and one child).

E. Personal relationships are prohibited

A romantic or sexual relationship (whether believed to be mutual or not) between an Organization Worker and a youth or child is absolutely prohibited. Likewise, after work hours contact between an Organization Worker and a youth or child participating in an Organization program is prohibited. Note, this provision does not apply to children that are part of the Worker's family system or social circle.

F. Reporting policy

The law designates certain individuals as “mandated reporters.” Mandated reporters have an individual duty to report known or suspected abuse or neglect relating to youth and children. In accordance with Organization policy, all Organization Workers, regardless of “mandated reporter” status, are required to report any known or suspected abuse or neglect relating to youth and children. Two reports must be made in such cases.

A report must be made to the Board President or top Executive Officer. A report must also be made to the local county welfare agency or the police department. Such reports should be made as soon as the information is received. Mandated reporters must notify the local county welfare agency, the Department of Human Services, or the police department within at least 24 hours, and must file a written report within 72 hours after the oral report.

The Organization is obligated to protect the right to privacy for both the alleged victim and the alleged perpetrator. Therefore, do not discuss the situation with anyone other than the appropriate professionals (e.g., child protection, local law enforcement) and your supervisor or, in the case of an independent contractor or volunteer, your point of contact at the Organization. All information regarding alleged child abuse or neglect is on a strict need-to-know basis.

Organization will not retaliate against anyone for making a good faith report under this policy or against a youth or child with regard to whom a report is made because of the report.

G. Collective Bargaining Agreements

If any of these policies are inconsistent with a collective bargaining agreement, the collective bargaining agreement will control.

III. Changes to Policies

These policies and guidelines have been accepted by the Board of Directors, which must approve any permanent changes to these policies hereafter.

Approved on January 20, 2021


Title, Board of Directors

The CREW Urban Youth Equestrians

BACKGROUND CHECK POLICY

I. Background Checks

To protect the safety of its volunteers, employees and program participants and to protect the assets of the business, background checks will be conducted on all employees and volunteer applicants to whom a contingent offer of employment has been made. The organization will conduct the background check through its resources and in full compliance with the Fair Credit Reporting Act.

If there is any substantive information included in the background check received, the organization, through its appropriate personnel will, in their sole discretion, determine the relevance of the information to the vacant position's responsibilities and the hiring decision (whether paid or unpaid).

Having a criminal history, a criminal conviction, or a motor vehicle violation does not necessarily preclude employment or volunteering. The nature of the offense, the circumstances surrounding it and its relevance to a particular position are evaluated on a case-by-case basis.

Any evaluation will consider, but will not necessarily be limited to, the following factors:

- Date of conviction(s).
- Subsequent employment record.
- Number and gravity of crime(s) committed and the nature of the crime(s) in relationship to the nature of the work to be performed.
- Potential opportunity, through possible abuse of work-related functions or situations, to cause financial or property loss or other harm.
- All decisions relating to the background check received will be made in the organization's sole discretion.

II. Changes to Policies

These policies and guidelines have been accepted by the Board of Directors, which must approve any permanent changes to these policies hereafter.

Approved on January 20, 2021


Title, Board of Directors

The CREW Urban Youth Equestrians

COVID 19 Operation Policy

To protect the safety of its volunteers, employees and program participants and to protect the assets of the business, the following COVID 19 policy is in place until which time the State of Minnesota rescinds COVID 19 restrictions.

1. Any volunteer or program participant will stay home when sick.
2. Volunteers and program participants will maintain 6 feet apart from others whenever possible.
3. Volunteers and program participants will wear face coverings indoor and outdoors when 6 feet of social distancing cannot be consistently maintained.
4. Volunteers and program participants will wash their hands when entering the facility.
5. Volunteers and program participants will use hand sanitizer as needed.
6. Volunteers and program participants will cover their mouths and noses when they cough or sneeze.

Approved On:

1/27/2021

Amogh Bhatia, President

Title, Board of Directors



Barn Safety Rules

Horses are large prey animals, this means they spook easily. In the interest of keeping both humans and horses safe, please follow the safety rules outlined below.

1. Every door or gate we open, we close
2. Say “Door” before going through a door
3. Before entering the indoor arena: STOP in the doorway; say “Door”; and look along the rail both ways before entering.
4. Walk
5. Use our normal voices
6. Don’t feed horses without permission from the owner
7. Wear closed toe shoes, i.e. boots or tennis shoes
8. Please use your voice to let us know how you are feeling
9. Be calm and quiet when around the horses
10. Some pastures have electric fencing. Always confirm with a volunteer if a fence is electric before touching
11. There is no smoking anywhere on the property
Hay and other items around the barn are highly flammable
12. Please park in designated areas
13. Grown ups waiting for kiddos may sit in the lounge, the porch or in their car.
 - a. You may walk around the barn area or designated trails while observing the Safety Rules above
 - b. If a grownup has younger kiddos waiting with them, please hold their hands, carry them or put them in a stroller. Little ones are quick and horses are easily spooked.