



Last Revised 6.27.25

YMCA STAFF & VOLUNTEER POLICIES, CODE OF CONDUCT, AND STAFF-TO-MEMBER STANDARDS

Introduction

Staff members and volunteers are expected to actively support and enforce the Code of Conduct for Members and Guests:

The Itasca County Family YMCA is committed to providing a safe and welcoming environment for all members and guests. To ensure the safety and comfort of all, the YMCA asks individuals to act appropriately at all times when they are in YMCA facilities or participating in YMCA programs.

We expect persons using the YMCA to behave in a mature and responsible way to respect the rights and dignity of other members and YMCA staff. Our Code of Conduct does not permit any action that can hurt or frighten another person or that falls below a generally accepted standard of conduct. Specifically, this includes:

- Angry or vulgar language including swearing, name-calling, or shouting will not be allowed.
- Physical contact with another person in any angry or threatening way is prohibited.
- Appropriate attire must be worn at all times. Clothing that is controversial, vulgar, or degrades any cultural, gender, religion, or ethnic values is not accepted.
- Demonstrations of sexual activity or sexual contact with another person are not permitted.
- No harassment or intimidation by words, gestures, body language or any other menacing behavior.
- Theft or behavior that results in the destruction of property is prohibited.
- Carrying or concealing any weapons or devices or objects that may be used as weapons is banned.
- No use or possession of illegal chemicals, alcohol, or marijuana on YMCA property, in YMCA vehicles, or at YMCA-sponsored programs. (Special events, such as the fall auction and annual meeting are exempt.)
- The YMCA property is a tobacco-free environment. Smoking and vaping are not permitted in or outside the YMCA.
- Any other conduct of an inappropriate, threatening, or offensive nature will not be tolerated.

CONSUMERS DEFINITION: Consumers include our YMCA members, program participants, and guests while in our facility or programs.

Child Abuse Prevention Training (T1&2)

All staff are required to take Child Abuse Prevention Training and Mandated Reporting through the Praesidium Academy prior to having access to members, program participants, or community participants. This training **must be completed annually** for the duration of employment at the Itasca County Family YMCA.



Boundary Violations & Allegation of Incidents or Abuse Training (T3)

All staff are required to complete training in how to recognize and respond to boundary violations and allegations or incidents of adult to youth abuse, including:

- High-risk circumstances for boundary violations;
- How to recognize red-flag behaviors and boundary violations;
- How to respond to boundary or policy violations;
- Mandatory reporting requirements; and
- How to respond if a youth discloses abuse.

Treatment of Consumers (P1) (P12)

The Itasca County Family YMCA has zero tolerance for abuse and will not tolerate the mistreatment or abuse of consumers in our facility and programs. Any mistreatment or abuse by an employee or volunteer will result in disciplinary action, up to and including termination of employment. Further, the Itasca County Family YMCA will fully cooperate with law enforcement throughout the investigation and resolution of mistreatment or abuse incidents.

Verbal Interactions with Consumers (P6)

Positive verbal interactions are essential to creating a safe, respectful, and supportive environment for all consumers. Staff and volunteers are expected to engage with consumers using language that is encouraging, age-appropriate, and free from sarcasm, belittling, or harsh criticism. Conversations should foster a culture of open communication where verbal interactions affirm the dignity and worth of each person. These interactions serve not only to build trust and rapport but also to model respectful behavior and reinforce appropriate boundaries.

Employees and volunteers are prohibited from speaking to consumers in a way that is, or could be construed by any observer, as harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. Employees and volunteers must not initiate sexually-oriented conversations with consumers. Employees and volunteers are not permitted to discuss their own sexual activities with any consumers.

Use of abusive language, obscene or profane language, including racial, religious, or sexual references directed at others will not be tolerated. Inappropriate verbal interactions include, but are not limited to, name calling, bullying cursing, hazing, off-color or sexual jokes, shaming or belittling, and derogatory or frightening language.

Physical Interactions with Consumers (P5)

The Y's physical contact policy promotes a positive, nurturing environment, while protecting consumers, staff, and volunteers in our facility and programs. We encourage appropriate physical contact with consumers and prohibit inappropriate displays of physical contact. Inappropriate physical interactions include, but are not limited to, hugs, lap sitting, kissing, tickling, any form of unwanted affection, and touching bottom, chest, or genital areas. Any inappropriate physical contact by employees and volunteers towards members will result in disciplinary actions, up to and including termination.



One-on-One Interactions (P7) (M11)

One-on-one interactions with consumers should only occur during programming under authorized circumstances and should follow the following guidelines to limit the risk of abuse or false allegations of abuse:

- Meet consumers in a public place where you are in full view of others.
- Avoid physical interactions and/or affection during one-on-one interactions at all costs. If physical interactions occur, such as correcting form in personal training, ensure the interactions align with established guidelines.
- If meeting in a room or office, leave the door open or move to an area that can be easily observed by others.
- Inform other employees or volunteers that you will be alone with a member and encourage them to randomly drop in or pass by.
- Document one-on-one interactions, especially behind closed doors, and share with your supervisor.
- Document and immediately report any unusual incidents, including physical interactions, abuse or maltreatment, behavior problems and how they were handled, injuries, or any interactions that might be misinterpreted or that made you uncomfortable.

Interactions Between Employees and Consumers Outside of the YMCA (P8)

The Itasca County Family YMCA strongly encourages employees to refrain from outside contact with consumers with whom they do not have a preexisting familial or social relationship (i.e., children are friends at school, families attend same religious institution, etc.). Examples of contact outside of YMCA activities include but are not limited to babysitting, tutoring, private lessons, etc. However, if interactions with consumers outside of regularly scheduled program activities are occasionally necessary due to the nature of our community, the Y offers the following guidelines:

- Both employee and consumer should sign the Preexisting Relationship Form.
- The consumer can initiate communication or contact with employees after they leave or end their program participation.

Harassment

The YMCA is committed to maintaining an environment that is free of discrimination. Harassment, including sexual harassment, is contrary to basic standards of conduct between individuals and is prohibited by state and federal law. It is the policy of the YMCA to expressly forbid any form of harassment of, by or between staff members, consumers, volunteers and/or vendors.

Any staff member who engages in any of the acts or behaviors defined below violates YMCA policy and such misconduct will subject a staff member to corrective action up to and including immediate discharge. For non-staff members, violation of this policy may result in exclusion or dismissal from YMCA facilities and programs. Individual supervisors and staff members may be subject to personal liability for any act of harassment they commit.

Definition of Harassment

Unwelcome verbal, physical or visual conduct that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile or offensive work environment. This includes unwelcome behaviors and intimidating acts directed



at a person or persons based on their racial, ethnic or other protected status. Harassment includes, but is not limited to:

- Hostile, derogatory, or otherwise unwelcome jokes, kidding, teasing or practical jokes.
- Hostile, derogatory, or otherwise unwelcome written materials or graphic depictions circulated or posted within the workplace.
- Epithets, slurs, negative stereotyping, refusing to communicate with someone (giving them the "silent treatment"), and intimidating acts.
- Use of position or power to intimidate others.

Definition of Sexual Harassment

Unwelcome sexual advances or visual, verbal or physical conduct based on sex constitute sexual harassment when:

- Submission to the conduct is an explicit or implicit term or condition of employment.
- Submission to or rejection of the conduct is used as the basis for an employment decision.
- The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

This definition encompasses many forms of offensive behavior, including gender-based harassment of a person of the opposite or same sex as the harasser. Examples of prohibited sexual harassment include:

- Unwelcome sexual flirtation or advances.
- Offering employment, promotions or other benefits in exchange for sexual favors.
- Making of threatening reprisals for refusing sexual advances.
- Visual conduct such as leering; making sexual gestures; displaying sexually suggestive objects or pictures; cartoons or posters; suggestive or obscene letters, notes or invitations.
- Verbal conduct such as derogatory comments, epithets, slurs, sexual innuendo, sexual jokes, graphic verbal commentaries about the individual's body, and sexually degrading words used to describe an individual.
- Physical conduct such as patting, pinching or brushing against another person's body.

Public Displays of Affection

All public displays of affection should be made with the understanding that such displays may cause discomfort and disruption with the program setting if they are not made with discretion and sensitivity to the feelings of others. In addition, all staff members are expected to carefully abide by the standards set forth in this policy. Individual behavior must be modified if necessary to fit within the parameters of YMCA policy.

Appropriate and Inappropriate Touch

Appropriate touch is defined as physical contact whose purpose is solely for the nurturing of the one touched. It is given to convey affection, approval, reassurance or trust. It always takes into account the touched one's comfort level. Appropriate touch can complement the YMCA's value system and culture. In YMCA programs, touch that is nurturing can occur, and touch and feelings can be discussed.

Examples of appropriate touch are (remembering that appropriate touch, by definition, takes into account the touched one's comfort level):



- Gestures of welcome, hello, good-bye, thanks
- Pats on the back, a touch on the shoulder
- Handshakes, high five's
- Physically demonstrating technique, such as swimming

Inappropriate touch is any physical contact that violates the touched one's comfort level. It is touch that is achieved through the use of power on the part of the one who touches. It is touch that is given or forced on one for the purpose of satisfying the one who touches, not the touched one.

Examples of inappropriate touch include:

- Sexual touching or sexually motivated behavior with a participant
- Physical force, hitting, arm twisting, pinching, biting

Sexual touching or sexually motivated behavior include: intercourse, sexual contact, prostitution, exploitation for sexual purposes, narrative account of sexual activities, viewing another's or exposing one's own genitals, oral sex, sexual innuendoes and comments about one's body, showing photographs or drawings or writing of sexual activities, or other acts conducted for the purpose of sexual gratification.

Reporting of Red-Flag or Inappropriate Behaviors and/or Policy Violations (R1)

The Itasca County Family YMCA has zero tolerance for abuse. It is imperative that every employee or volunteer actively participates in the protection of consumers.

If employees or volunteers observe red-flag or inappropriate behaviors and/or policy violations by other employees or volunteers, it is their professional responsibility to immediately report their observations in accordance with the organization's reporting procedures.

Our organization's policies apply to everyone.

The following are examples of red-flag or inappropriate behaviors that all employees and volunteers are required to report:

- Any violation of the organization's abuse prevention policies
- Seeking unauthorized private time or one-on-one time with consumers
- Seeking or visiting with a consumer outside of scheduled programming
- Buying gifts for individual consumers
- Sending unauthorized electronic communications through text messaging, social media, online gaming, etc., in violation of the organization's electronic communication policy
- Making suggestive comments to consumers
- Consumers disclosing that an employee or volunteer makes them feel uncomfortable

All reports of suspicious or inappropriate behavior with consumers will be taken seriously. Our procedures will be carefully followed to ensure that the rights of all those involved are protected.

If employees or volunteers witness suspicious or inappropriate behaviors or policy violations from another employee or volunteer, the individual is instructed to do the following:

- Interrupt the behavior.
- Report the behavior to a supervisor, director or other authority.



- If you are not comfortable making the report directly, make it anonymously
- If the report is about a supervisor or administrator, contact the next level of management.
- Complete an internal report but do not investigate.
- Keep reporting until the appropriate action is taken.

Organizational Response (R3)

Reports of red-flag or inappropriate behavior will be reviewed by immediate supervisor and department director. As appropriate, the Executive Director will be informed and included in disciplinary action.

After the internal review of the red-flag or inappropriate behaviors or policy violations, our organization will determine if system changes are necessary, such as;

- Review the need for increased supervision.
- Review the need for revised policies and procedures.
- Review the need for additional training.

Retaliation

The Itasca County Family YMCA strictly prohibits retaliation against employees for reporting, filing, testifying, assisting, or participating in any manner in any investigation proceeding or hearing conducted by the organization or a federal or state law enforcement agency or court. Employees should report any suspected retaliation to their direct supervisor or another supervisory level employee immediately after becoming aware of it. If any report of retaliatory behavior is found to be valid, the organization will take appropriate remedial action to and including discharging the employee(s) responsible. This organization will not retaliate against any employee for raising a complaint and will not knowingly permit retaliation by management or other employees.

Procedures for Employees & Volunteers Response to Allegations or Incidents of Abuse (R5)

The Itasca County Family YMCA employees and volunteers are mandated reporters. Employees/volunteers are required to report suspected abuse or neglect to state authorities. In addition to reporting to state authorities, employees and volunteers are required to report suspected abuse of consumers perpetrated by employees or volunteers directly to leadership so that immediate and proper steps may be taken to ensure the safety of alleged victims and others who may be at risk. Reports of suspected or known abuse may be made confidentially to the following:

1. Immediate Supervisor
2. Department Director
3. Executive Director
4. Board of Directors

Guidelines for employee and volunteer response to incidents or allegations of abuse:

- If you witness abuse, safely interrupt the behavior immediately.



- If abuse is disclosed to you, assure the individual disclosing that he or she was correct to tell you.
 - Protect the alleged victim from intimidation, retribution, or further abuse to the extent possible.
 - Immediately report the allegation or incident to the proper organization and complete the required documentation within 72 hours:
Telephone: 218.327.2941 (Family & Children Services).
Online Link: <https://www.co.itasca.mn.us/FormCenter/Health-Human-Services-5/Online-Child-Protection-Suspected-Child--113>
 - Be sure to document the incident, disclosure, or any circumstances causing your suspicion of abuse according to incident reporting and documentation requirements. State only the facts.
 - It is not your job to *investigate* the incident, but it is your job to *report* the incident to your supervisor in a timely manner.
 - Check back to make sure appropriate steps were taken. If not, report it again to your supervisor or the designated organization authority.
-



Relations Between Consumers

Hand holding and other forms of “appropriate touch” by consumers, as defined by this handbook, are acceptable when they do not disrupt program-related activities. Sexual touching or other forms of “inappropriate touch” by consumers, as defined by this handbook, are not acceptable.

Staff members observing inappropriate behaviors by consumers should:

- Immediately report the incident to the Program Director, and when appropriate,
- Talk to the participants involved.

Relations between Staff or Volunteers and Consumers

Forms of appropriate touch between staff or volunteers, and consumers, are acceptable when they do not disrupt program-related activities. Inappropriate touch, including sexual touching or other sexually motivated behavior, by a staff member or a consumer is absolutely prohibited. If sexual touching, sexually motivated behavior or other forms of inappropriate touching take place between a consumer and a staff member, the staff member may be subject to immediate disciplinary actions up to and including termination.

Relations between Staff and/or Volunteers

Relations between staff members and/or volunteers center on discretion. Behavior by staff and/or volunteers around participants should at all times remain professional. At no time should the behavior of staff and /or volunteers indicate or convey that the staff/volunteers are romantically or sexually involved with each other. Behavior around other staff and volunteers should be such that no one is made uncomfortable.

In addition, relationships of a romantic nature can expose the YMCA to sexual harassment liability. Therefore, we have established the following provisions prohibiting these situations:

- An employee with supervisory authority over an immediate family member;
- A supervisor with authority over an employee with whom he or she is engaged in a consensual romantic or sexual relationship;
- A supervisor with authority over someone with whom he or she lives or shares living quarters, even in a nonromantic relationship;
- An employee who has the ability to hire, promote, make performance or salary recommendations, or have primary day-to-day supervisory responsibilities for an immediate family member, an employee with whom he/she is engaged in a consensual romantic or sexual relationship, or over someone with whom he/she lives or shares living quarters, even in a nonromantic relationship.

In the above listed situations, it is the responsibility of the supervisor to bring the matter to the attention of the Director. Failure to do so could result in disciplinary action, up to and including termination. There may be exceptions to this policy for short-term, temporary project positions.

For the purpose of this policy, immediate family includes, but may not be limited to the following: parents, spouse, children, brothers, sisters, grandparents, parents-in-law, brother/sister/daughter/son-in-law.

The Executive Director will make the final decision in regard to any relationship questions.



Drug and Substance-Free Workplace (S8)

The YMCA's goal is to promote the health, safety and productivity of its staff members, to protect the YMCA's integrity and to safeguard the public interest. The YMCA also recognizes the widespread use of drugs and alcohol in society and the need to maintain a substance-free workplace.

Staff members and volunteers are expected to report to work mentally and physically fit for duty. This requires staff members to abstain from using alcoholic beverages and mood-altering drugs prior to the start of their workday, during the work period, during lunch and other work breaks.

To ensure the health, safety, and professionalism of our staff and consumers, the YMCA maintains a **strict substance-free policy** across all its properties and programs.

Prohibited Substances

The following are strictly prohibited on YMCA premises, including indoor spaces, outdoor grounds, parking lots, YMCA vehicles, and offsite program locations:

- **Tobacco products** (cigarettes, cigars, chewing tobacco, etc.)
- **Electronic cigarettes and vaping devices**
- **Marijuana** in any form, including **THC-infused beverages** or edibles, regardless of legality in the state
- **Alcoholic beverages, unless approved in writing by the YMCA Board of Directors** for a specific, sanctioned event

This policy applies to:

- All YMCA employees, volunteers, contractors, and consumers
- All YMCA locations, including:
 - Offices and staff workspaces
 - Childcare rooms and classrooms
 - Gyms, pools, fitness areas
 - Parking lots and outdoor gathering spaces
 - YMCA-operated vehicles
 - Offsite events, field trips, and activities hosted by the YMCA

Enforcement & Consequences

Employees or volunteers in violation may be subject to disciplinary action, up to and including termination.

- Consumers may be asked to leave or banned from YMCA premises or programs.
- In the event of a board-approved alcohol presence (e.g., at a fundraising gala), consumption must be:
 - Limited to designated areas
 - Monitored and served by licensed professionals
 - Not accessible to minors or program participants



Required Drug Testing for Cause (S8)

The YMCA may require individuals to be tested for alcohol or controlled substance use to help prevent accidents and injuries resulting from misuse of alcohol and controlled substances by any of the following:

1. Employees or volunteers who are drivers of organization-owned, leased, or rented vehicles;
2. Employees and volunteers performing safety-sensitive functions such as supervision or transportation of consumers;
3. Applicants for positions in the above-referenced categories; and
4. Any employee when there is a reasonable suspicion of use of alcohol or controlled substances in the workplace.
5. An employee may be required to undergo testing when there is reasonable suspicion that the individual is under the influence of drugs or alcohol.

Firearms and Concealed Weapons

The Itasca County Family YMCA permits no possession or carrying of firearms by employees or volunteers while on the job. The Itasca County Family YMCA bans all weapons on our premises.

Conflict of Interest Policy

It is the policy of the YMCA that no employee shall engage in activities contrary to its interest or inconsistent with the corporate responsibilities entrusted to them.

While an exhaustive list of conflict situations cannot be given, in general there is conflict wherever an employee achieves personal gain or incurs obligation to others at the expense of the YMCA. Such personal gain need not be direct, and might include gain by family members or relatives. If you have any questions, please contact your supervisor.

Gift-Giving and Acceptance Policy (P10)

The YMCA discourages employees and volunteers from giving gifts to consumers. Parents/guardians of members and program participants must be notified about the gift items and why the gift was given.

In order to be respectful of consumers and their families, the Itasca County Family YMCA allows reasonable allowances for acts of gratitude involving gifts of appreciation that have a value not exceeding \$100.00. Employees and volunteers must disclose all gifts over \$100 to their supervisors. Cash gifts of any amount must be disclosed and approved by your supervisor. Exemptions may include services which typically receive gratuity, such as personal training and massage.

Personal expression of public issues

Staff members are free to exercise their full liberties as citizens, including the right to express their personal convictions on issues such as social, economic, religious and political subjects. However, they must refrain from giving any impression that their views and positions are those of the YMCA.



Itasca County Family YMCA
400 River Road
Grand Rapids, MN 55744

Procedure

Staff members who feel they have been discriminated against or in any other manner harassed should immediately report such incidents to their supervisor. All complaints will be investigated promptly, impartially, and discreetly. Confidentiality will be maintained to the extent permitted by the circumstances.



TECHNOLOGY, ELECTRONIC COMMUNICATION, AND SOCIAL MEDIA (P9)

Technology Code of Conduct

The Itasca County Family YMCA utilizes technology in nearly every facet of programming, communication, and operation. This policy outlines expectations for the use of technology, both provided by the organization and personally owned (during programming), by employees and volunteers. Technology includes, but is not limited to, organization and personally owned computers, projectors, televisions, iPads, tablets, multimedia players, cameras, cell phones, and smartwatches.

All employees and volunteers have a responsibility to use both personal and YMCA-owned technology in a responsible, lawful, and ethical manner. Use of technology during programming must be consistent with our philosophy, goals, and ethical standards.

Use of Filters on YMCA-Owned Technology

The Itasca County Family YMCA will block or filter content over its internet and technology that is considered inappropriate or lacking educational or work-related content. Employees and volunteers may not use any website, application, or method to bypass filtering of the network or perform any unlawful activity.

The Itasca County Family YMCA specifically prohibits the access, display, production, or distribution of pornography on YMCA-owned property or equipment or during any YMCA-associated activity **(P11)**.

Electronic Communication

All communication that takes place using personally-owned (during programming) or YMCA-owned technology must reflect the mission and values of the YMCA. This includes but is not limited to emails, texts, messages, and posts online. Additionally, communications should be through YMCA email accounts for all program and Y-related business. Official YMCA email accounts will be provided for employees for such purposes.

Electronic Communication and Social Media Code of Conduct

Electronic communication and social media present the potential for inappropriate behavior, increased access to vulnerable consumers, and privacy violations. Employees and volunteers participating in the Y's programs, events, and activities shall adhere to the following Social Media Code of Conduct:

1. Do not engage in behavior or comments that are harsh, abusive, coercive, threatening, intimidating, shaming, derogatory, demeaning or humiliating.
2. Do not engage in personal attacks, sexually-oriented conversations, or discussions about sexual activity.
3. Be a positive role model by exhibiting professionalism in all interactions; portray an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
4. Only program-related messaging may be communicated electronically between employees and volunteers of the YMCA consumers and parents/guardians. Such communication should generally occur during standard business hours and using



- approved emails or communication platforms.
5. Employees and volunteers should not send private messages to consumers or reply to private messages from consumers on social media or electronically. If a consumer attempts to privately communicate with an employee or volunteer, please tell your supervisor.
 6. Personal social networking profiles and/or blogs of employees and volunteers should be private and not shared with Y consumers. Employees and volunteers with profiles on social media networking sites should not request to be "friends" with or follow consumers or approve friend or follow requests from consumers.
 7. Never reveal sensitive or confidential information, including identifiable details or photos of a member without written consent from their parent/guardian.
 8. Employees and volunteers may not post or share on their personal social media accounts any photographs or videos of consumers participating in the organization's programs.
 9. Employees and volunteers may not post or share inappropriate photos or comments on photos of consumers.
 10. Do not make inappropriate material in any form available to consumers participating in the Y's programs, events, and activities, or assist consumers in any way in gaining access to inappropriate materials.
 11. Employees and volunteers may not create web pages on behalf of the organization unless they have prior approval to do so and may not misrepresent their work with the Y or the Y itself.
 12. Employees and volunteers who engage in social media and online communication become a public figure associated with the YMCA and are responsible to help protect the Y and its consumers. Always act in a professional and constructive manner and use sound judgment before posting or sharing content.
 13. Rather than personally defend the organization's reputation, employees and volunteers should notify their supervisor or the Executive Director of a negative comment or online representation or if any member of the media contacts you about any matter related to the Itasca County Family YMCA.
 14. This Code of Conduct and associated policies will be provided to parents and guardians of consumers. It shall also be available on the Y's website for public view.
 15. Consumers and parents/guardians may request in writing that they not be contacted through any form of electronic communication or social media by a Y employee or volunteer.

Expectation of Privacy

Employees and volunteers do not have an expectation of privacy in communications through YMCA devices or technology. The Y reserves the right to monitor and track online behaviors and interactions via YMCA-owned technology. Emails, messages, and other information sent through the Y's network can be inspected and files saved onto YMCA computers may be reviewed at any time.

In addition, YMCA staff and volunteers have a limited expectation of privacy when using their own technology, particularly when activity violates the law or YMCA policy, and/or compromises the safe and wellbeing of other members of the Y. We will investigate reports of inappropriate posts or other online activity and hold employees and volunteers accountable for online activity that violates the law or YMCA policy, and/or compromises the safety and wellbeing of members.



Acknowledgment of Staff and Volunteer Policies, Code of Conduct and Standards

I have received a copy, read, and voluntarily agree to comply with the Itasca County Family YMCA’s Staff and Volunteer Policies, Code of Conduct, and Standards. I understand that failure to comply with these policies may result in my removal from the Itasca County Family YMCA.

Please print

Name: _____

Program or Department: _____

Signature: _____ Date: _____

Parent/Guardian Name (if applicable): _____

Signature: _____ Date: _____

Review of Policies

The Itasca County Family YMCA will annually review existing abuse policies to ensure the purpose and goal of the policy is still relevant and up to date with current laws. All policy changes will be communicated to employees.