

Prevention & Response Planning



Prevention



Zero tolerance

- Agency has a written policy mandating zero tolerance of sexual misconduct and that these will be enforced.
- Agency complies with standards set forth by those governing them.
- Agency has agreements with other local entities/facilities regarding standards, procedures, and role responsibility.
- Agency has the response plans clearly outlined and communicated to all those employed, staffed, or directly associated with the agency or its population.
- Agency has a dress code for all involved.
- Agency has rules/policies outlined for the use of technology, social involvement, field trips, one-on-one contact, exchanging personal information, social websites, etc.
- Agency has clearly defined, and communicated ways reports (anonymous, third-party, or direct) can be made and time frames set in responding.



Training & Education

- Those employed, staffed, or volunteering at the agency, its locations, or with its population are provided with the knowledge and skills to prevent sexual abuse from occurring, to identify signs that sexual abuse may be happening, and to take the appropriate actions when they learn of recent or historical incidents of sexual abuse.
- There is documentation of education and training on sexual misconduct on file.
- Education and training are offered on an ongoing basis to stay current.
- Training also includes the agency's roles and responsibilities (reporting, investigating, evidence gathering, legalities, etc.).



Response

1. Handling Reports, Suspicions, or Allegations of Sexual Misconduct

- a. All staff and agency members are required to report according to policy and law immediately.

Staff first responder duties

	Safety (physical, environmental)
	Separate parties involved
	Secure scene/evidence
	Instruct parties to not tamper with/destroy evidence (clothes, fingernails, cell phone messages, notes, pictures, postings, etc.)
	Notify other staff/contact supervisors (& law enforcement if necessary)

- 2. Duty to investigate
- 3. Agency must investigate ALL allegations or complaints regardless of the source.
- 4. Investigations will continue until completed regardless of whether a party removes their presence from the agency or allegations are recanted.
- 5. Those investigating the allegations have received special training.
- 6. Agency protects against retaliation (by others, staff, students, parents)

- a. There are anonymous ways to report abuse.
- b. There are disciplinary actions defined for tampering, harassing, leaking information, breaking confidentiality, discussing this with others, or encouraging others to do so
- c. The agency continues to monitor for maltreatment (communicate with staff, have meetings, inquire with others)

- 7. A “point person” is designated to contact appropriate sources and compile information (i.e., for therapists, law enforcement, family, etc.)
- 8. Victims are connected to outside support services.
- 9. Post Investigation Actions
 - a. All those involved (including other parties notified of the allegations) will be notified of the final investigative outcome, any disciplinary actions, and any corrective actions taken or in place.
 - b. Disciplinary actions enforced
 - c. Corrective actions are made to eliminate/reduce similar behaviors/conditions from occurring in the future.
 - d. Review & evaluate to identify strengths & needs (in policy/procedure, education, staffing, etc.)
 - e. Appropriate referrals are made to the parties involved (for education, coping, or treatment)

BASED ON:

“Standards for the Prevention, Detection, Response, and Monitoring of Sexual Abuse in Juvenile Facilities”
by National Prisons Rape Elimination Commission

