

BYM Youth Safety Policy

2026



The BYM Youth Safety Policy Working Group

Est. 2009

The Youth Safety Policy Working Group (YSPWG) is under the care of the Trustees. YSPWG meets at least once per year **to review the current Youth Safety Policy and to discuss any youth safety concerns** that may have arisen. Trustees appoint a Trustee to serve as convener of the YSPWG. Throughout the year, **the General Secretary keeps the members of YSPWG informed about best practices for youth safety**, as information becomes available. YSPWG stands ready **to address, in a timely manner, any youth safety policy issues that may arise.**

BYM Manual of Procedure

2025 Youth Safety Policy Working Group

1. Justin Connor (Trustees), Convener
2. Steph Bean (BYM Clerk), Convener
3. Sarah Gillooly (GenSec), Convener
4. Randy Mattern (Camping Program)
5. Al Best (Camping Program Committee)
6. Erik Hanson (Religious Ed Committee)
7. Jossie Dowling (Youth Programs)
8. Rai Carter (STRIDE)
9. Becka Haines-Rosenberg (Supervisory)

Working Group

Studies recommended practices for youth safety, reviews the BYM policy, considers different perspectives and programs, and makes recommendations for revisions.

Conveners

Presiding Clerk, GenSec, and Trustee Representative. Decides what revisions will or will not be included.

Lawyers

Davis Agnor Rapaport Skalny, LLC

Review the draft updated policy and makes necessary edits. Recommended edits will go back to the Presiding Clerk, GenSec, and Trustee Rep for consideration.

Trustees

Receive report from WG Conveners. Make additional edits or improvements - subject to further legal review. Approves the new policy.

Programs

Develop their own Participant Code of Conduct;
Implement Youth Safety Policy & Procedures in their context

Why have a Youth Safety Policy?



Our children are given to us for a time to cherish, to protect, to nurture, and then to salute as they go their separate ways. They too have the light of God within... We can live lives of integrity, letting both 'yes' and 'no' come out of the depths of truth within us, careful of the truth in all our dealings, so that our words and our lives speak the same message.

- Elizabeth Watson, 1980

Together, we keep young people safe. The entire BYM community - staff, volunteers, and program participants - is expected to **be aware, speak up, and act** to keep children safe. If you see something that concerns you or makes you uncomfortable, report it. **Our community listens to young people, believes them, and takes their concerns seriously.**

- BYM Youth Safety Policy, 2026



95%

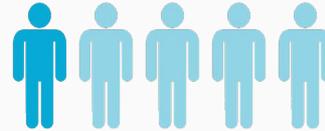
of child sexual abuse is
preventable
through education and awareness.

There is NO sex offender profile. **Abusers can be anyone:** Family members, neighbors, friends, doctors, coaches, youth leaders or clergy members. Many times these 'respected' abusers **remain undetected.**

30% of sexual abuse
is never reported.



90% of child sexual
abuse victims know
the perpetrator.

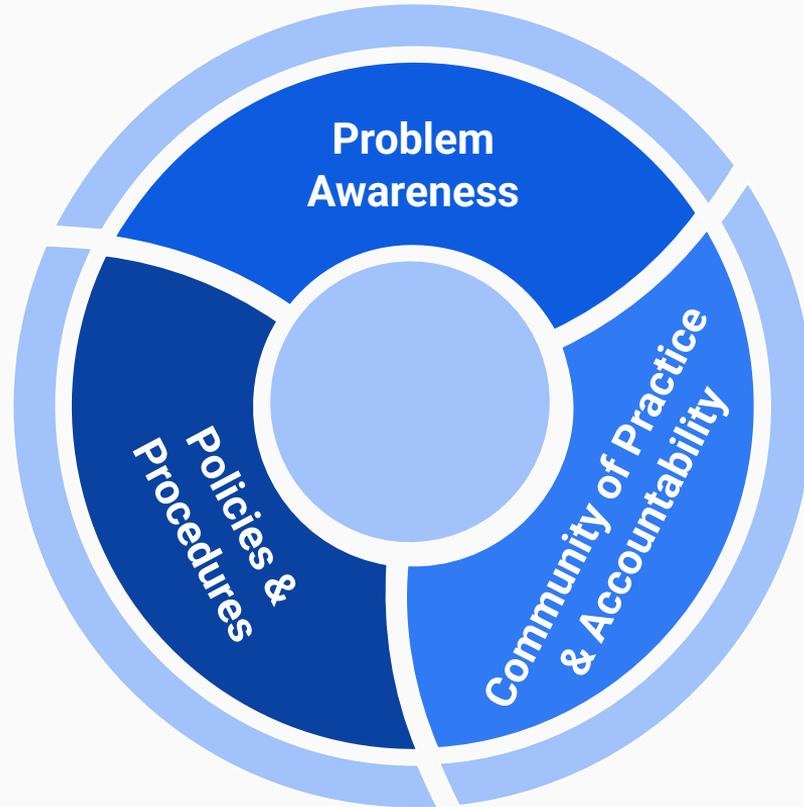


are sexually abused
before the age of 18.

More than 90% of individuals
with a **developmental delay**
or disability will be sexually
assaulted at least once in their lifetime.

90%

Nurturing a Culture of Safety & Accountability



What's new in the 2026 Youth Safety Policy

Reorganized to be easier to read and reference.

A Code of Conduct that lists the expected and prohibited behaviors between staff/volunteers and children and youth.

An updated Training Policy that requires *annual* background checks (a new insurance requirement) and online Child Abuse Awareness training.

Clearer Protocols for Reporting including the addition of *tandem reporting* procedures.

A new Transportation policy that covers steps required before transporting any child program participants.

Simplified *What to Report* guidance that also now includes peer-on-peer sexual abuse. 40% of child sexual abuse is peer-on-peer.

Clarity on the relationship between BYM and Monthly Meeting as it relates to Quaker polity and responsibility for youth safety.

BYM Youth Safety Policy

2026



BYM Youth Safety Policy

1. Definitions
2. Screening & Hiring
3. **Safe Environment Procedures**
4. **Code of Conduct**
5. **Reporting Procedure**
6. **Accountability**

Safe Environment Procedures

Zero Tolerance for Child Abuse & Neglect

Preventive Measures

Supervision Ratios

Discipline

Bullying

One-to-One Interactions with Children

Restrooms Supervision

Open Door Policy

Check In/Out Procedures

Communicating with Families

Transportation Policy

Online Events

preventive measures

- carefully screening applicants
 - checking references
 - conducting criminal background checks
 - regularly re-checking criminal records
 - training on the signs of possible child abuse
 - regular monitoring of staff during youth activities
 - ensuring this Policy is disseminated to all who work with youth
 - training on this Youth Safety Policy
 - creating procedures appropriate for each youth program
 - monitoring compliance with those procedures
-

discipline

BYM strives to create a safe and nurturing environment where youth of all ages can experience the community of Friends.

Our program leaders and staff work hard to use conflict resolution familiar to Friends when the need arises.

Physical discipline such as spanking, grabbing, or hitting children is unacceptable under any circumstance.

Staff and volunteers should consult with the program manager or committee clerk if assistance is needed with disciplinary issues.



bullying

Verbal, physical, or emotional bullying is not acceptable in BYM programs.

At the first sign of bullying in any form, act decisively and inform another BYM adult.

Care should be taken to correct bullying behavior without embarrassment or chastisement.

If bullying is severe or repeated, privately, but with another adult present, confirm that the child who was the target of the bullying behaviors is not in danger of continued harassment and is physically and emotionally stable.

Bullying incidents should be disclosed and discussed with the parents at the conclusion of the program.

one-on-one interactions prohibited

One-on-one, unobservable interaction between adults and unrelated minors is strictly prohibited, except as may be required for medical or unavoidable emergency purposes.

When transporting minors, at least two adults must transport a single minor participant or at least two minors must be present if transported by a single adult.

Private conversations between an adult and a child should be held in public view.

During times when there are not two adults present with a group of youth, another adult should be assigned to make periodic unannounced site checks of such a group.



restroom supervision

Either 'line of sight' or 'line of sound' supervision must be maintained while youth are using bathhouses and other multi-user restroom facilities of BYM.

If staff or volunteers are assisting younger youth, doors to the facility must remain open.

When off-site or using public restrooms, staff and volunteers will inspect the restroom prior to use. Staff and volunteers will ensure that no youth, regardless of age, enters a multi-user public bathroom alone on a field trip.

Staff and volunteers should conduct or supervise private activities in pairs—putting on bathing suits, taking showers, etc. When this is not feasible, staff should be positioned so that they are clearly visible to others.

“open door” policy

When a program involving youth uses a classroom or other meeting room, the door to the room should always remain open unless there is an uncovered window in the door or a side window beside it that provides a clear view into the room.

Doors are never to be locked while youth are inside the room.



check-in/out procedure

All programs which serve youth within BYM will have clear check-in and check-out procedures which ensure that the staff/volunteers can account for the number, identity, and whereabouts of the youth under their care from arrival to departure.

Each program will provide the particular procedures for these safeguards.

Each such procedure should be submitted for approval to the program manager, or the person in charge.



communicating with families

BYM deeply respects the role of parents in the lives of their children and encourages parent involvement in our youth programs. Each program maintains its own rules and standard procedures for parental involvement in various youth activities. Parents who desire to participate in or have a continuous, ongoing presence at their children's programs at BYM will be required to complete the BYM volunteer application and screening process.

Parents of children who participate in BYM youth programs will be contacted if their child becomes ill, is injured, or has a severe disciplinary problem while participating in BYM programs.

Parents will be informed by a BYM staff member if their child is bullied or abused while participating in a BYM program.

Parents will also be informed if, for any reason, their child is included in any mandatory abuse or neglect report made by BYM to authorities, except when the parent has been named in such a report as the actual or suspected abuser.

transportation policy

Staff and volunteers may provide transportation for youth program participants under the following conditions. Any staff member or volunteer transporting youth program participants must:

1. Be in full compliance with the BYM Youth Safety Policy
 2. Be on the BYM Approved Driver List, maintained by the General Secretary. This list resets every December 31st and drivers must undergo recertification annually.
 3. Sign and comply with the Trustees' Vehicle Policy.
 4. Minors may only be transported in safe, reliable vehicles. When possible, youth should be transported in BYM-owned vehicles or cars rented under BYM's corporate rental account. BYM Camps youth participants (campers) may not be transported in the private vehicles of staff or volunteers, except in emergencies or with the permission of the General Secretary. Youth participants in other BYM programs may only be transported in private vehicles of staff and volunteers a) that are safe, reliable, and fully-insured and b) with express permission of the parents.
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Code of Conduct

We must, at all times, be aware of **our sacred responsibility to treat young people with respect, dignity, and care.**

We are responsible for **maintaining physical, emotional, and sexual boundaries** in all interactions.

We must show prudent **discretion before touching another person.**

We must **intervene when there is evidence** of, or there is reasonable cause to suspect, that children and youth are being maltreated in any way.

We are **mature and responsible in our conduct** and in our communications while working with youth or on BYM properties.

I will

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity and consideration.
 - Never be alone with individual children and/or youth at organizational activities without another adult being notified.
 - Use positive reinforcement rather than criticism, competition or comparison when working with children and/or youth.
 - Maintain appropriate physical boundaries at all times, and touch children – when necessary – only in ways that are appropriate, public, and non-sexual.
 - Comply with the mandatory reporting laws of the Maryland, Virginia, and West Virginia and with the BYM Youth Safety Policies and Procedures to report suspected child abuse. I understand that failure to report suspected child maltreatment to civil authorities is against the law.
 - Cooperate fully in any investigation of abuse of children and/or youth.
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I will not

- Touch or speak to a child and/or youth in a sexual or other inappropriate manner. Inflict any physical or emotional abuse such as striking, spanking, shaking, slapping, humiliating, ridiculing, threatening, or degrading children and/or youth.
 - Smoke or use tobacco products, or possess, or be under the influence of alcohol or illegal drugs at any time while working with children and/or youth and while on BYM property, including camps and vehicles.
 - Give a child who is not my own a ride except under the conditions of the BYM Transportation Policy.
 - Accept or give gifts to children or youth without the knowledge of their parents or guardians.
 - Engage in private communications with children or youth via text messaging, email, Facebook, Twitter or other similar forms of electronic or social media.
 - Use excessive profanity in the presence of children and/or youth
 - Release a child to anyone other than the parent, legal guardian, or their designated adult.
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Reporting

Violations of Policy

Concerning or Inappropriate Behaviors

Knowledge, Allegation, or Suspicion of Abuse or Neglect

Internal Steps After Initial Report of Possible Abuse or Neglect

reporting violations of policy

1. Talk about it! Our culture of safety starts with you!
2. Report to program manager, General Secretary, or Presiding Clerk.



reporting concerning behaviors

Behaviors Happening Internally

Behaviors Outside of BYM that Raise Concern

Contact:

Program manager, the General Secretary, or the Presiding Clerk

Anonymous reports can be sent to GenSec@bym-rsf.org or YMclerk@bym-rsf.org or mailed to Baltimore Yearly Meeting, Attention: Youth Safety, 17100 Quaker Lane, Sandy Spring, MD 20860 or by phone at 301-774-7663.

reporting abuse or neglect

We report **all suspected or alleged abuse or neglect of children** to local law enforcement or the State Child Protective Services Hotline, no matter when or where the suspected abuse took place.

1-800-352-2873 (Maryland)

1-800-552-7096 (Virginia)

1-800-352-6513 (West Virginia)

1-202-671-7233 (DC)

1-800-932-0313 (Pennsylvania)



tandem reporting

best practice but not required

Because many adults are unfamiliar with state reporting requirements or may be fearful of the process, BYM utilizes a 'tandem or dual report' model, where permitted. **A 'dual report' occurs when a BYM supervisor reports the suspicion or allegation *together* with the individual who saw, heard, or received information causing them to suspect abuse or neglect.**

This practice is not required or intended to inhibit any staff member or volunteer from reporting to law enforcement, CPS, or the abuse hotline directly. Instead, this practice is meant to facilitate reporting, protect children, and support individuals who may not feel able or willing to report alone.

tandem reporting

1. Contact your BYM program manager (i.e. Geneieve) OR the General Secretary or Presiding Clerk

GenSec@bym-rsf.org

YMclerk@bym-rsf.org

2. The General Secretary or Presiding Clerk will help you make the report



what to report

Any treatment, action, or behavior or lack thereof to a child by any adult or other child that is not accidental, and that causes **physical, sexual, or emotional harm or injury to that child.**

Any act that involves **sexual molestation or exploitation of a child** by a parent or other person who has permanent or temporary care or responsibility for supervision of a child, or by any household or family member.

Any action or failure to act that **deprives a child of essential needs.**

Any **sexual activity between children** that occurs without consent, without equality (mentally, physically, or in age), or as a result of physical or emotional coercion.

When in doubt, report it!

peer-on-peer child sexual abuse

any sexual activity between children that occurs without consent, without equality (mentally, physically, or in age), or as a result of physical or emotional coercion. “Without equality” refers to a power difference between two children, such as age or ability. 40% of all child sexual abuse is peer-on-peer. While the trauma for the victim is the same, this type of abuse often goes unreported—either because it’s dismissed by adults as “kids being kids” or for the fear of what will happen to one or both of the children to have the abuse known.

Accountability

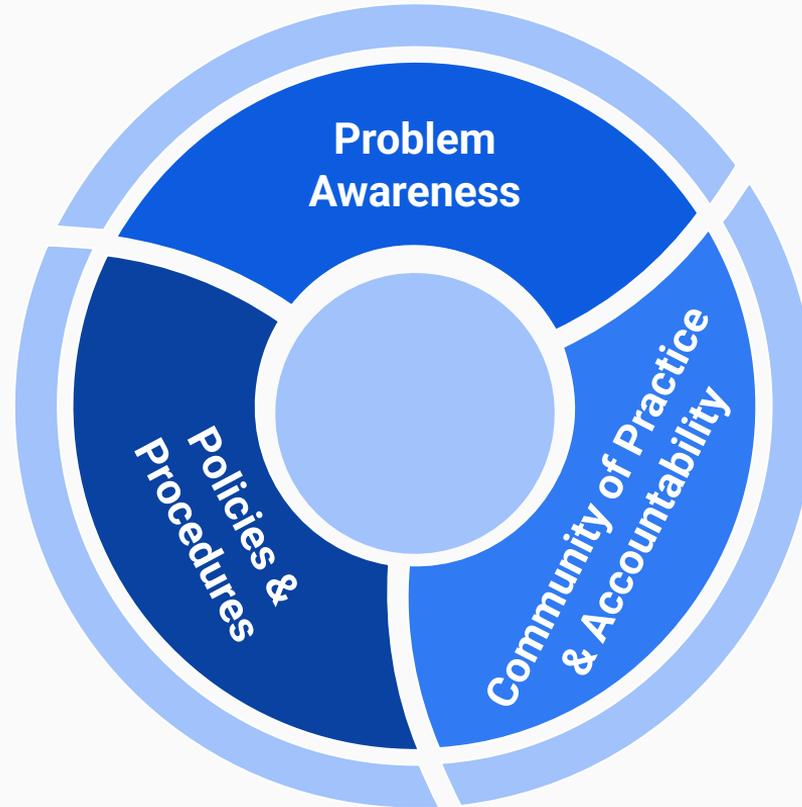
Violations of these policies or any act considered by BYM to be harmful to a child are grounds for immediate dismissal or disciplinary action – for both staff members and volunteers. Final decisions related to policy violations will be the responsibility of the General Secretary, Presiding Clerk, and Trustees.

Any person found to have committed a prohibited act or violation of policy will be precluded from future participation as a staff member or volunteer in all activities and programming that involves children, students, or vulnerable populations. If the person is a staff member or employee, such conduct may also result in termination of employment from BYM.

Failure to report a prohibited act or violation of this policy to the designated person is a violation of this policy and grounds for termination (employee) or removal (volunteer).

Staff members and volunteers should discuss immediately with their supervisor any inappropriate action or breaking of this policy and will seek counsel from the Yearly Meeting leadership and attorney, if needed.

Nurturing a Culture of Safety & Accountability



Wait. Does this apply to my Monthly Meeting?

Because Baltimore Yearly Meeting is a voluntary association of Quaker Meetings with no central oversight or governance of Monthly Meetings, “BYM Youth Programs” do not include the programs, activities or services of Monthly Meetings. Monthly Meetings are encouraged to adopt youth safety policies appropriate to their local environment in consultation with counsel. The Yearly Meeting can provide resources and referrals to Monthly Meetings in the development of their independent youth safety policies.

Next Steps for New & Renewing FAM

- 1. Complete a background check**
You'll receive an email from DISA/E-Fetch after this training
- 2. Complete a 1-hour, online Child Abuse Awareness training**
You'll receive an email from MinistrySafe. This training is not perfect. Take what you can.
- 3. Sign & Return Code of Conduct and Youth Safety Policy Acknowledgement**
You'll receive the full policy and these forms at (or after) FAM Con.