

Appendix A

Best Practices for Interacting with Minors

Members of the university community participating in programs or activities involving minors should observe the following “dos” and “don’ts” in order to maintain a safe and positive experience. When interacting with minors:

DO:

- Maintain the highest standards of professional behavior at all times.
- Act as a positive role model for minors and behave in a caring, respectful and responsible manner.
- Be friendly and supportive within the context of the program or activity while maintaining appropriate boundaries.
- Whenever possible, have another adult present. If a one-on-one interaction is required, try to meet in an open room or area observable by other adults.
- Always treat all minors in a group consistently and fairly, and with respect and dignity.
- Maintain discipline and discourage inappropriate behavior by minors, consulting with supervisors or colleagues if you need help with misbehaving minors.
- Be aware of how your actions and intentions might be perceived and could be misinterpreted.
- Consult with other supervisors or colleagues when you feel uncertain about a situation.
- Obtain permission from a parent or guardian before taking photographs or videos of minors and then only to meet the objectives of the specific program or activity.

DO NOT:

- Spend significant time alone with one minor away from the group or conduct private interactions with minors in enclosed spaces or behind closed doors.
- Conduct private correspondence with minors or invite minors to your home unless it is a part of the program or activity.
- Engage in any abusive or offensive conduct of any kind towards or in the presence of a minor, including but not limited to striking, spanking, poking, or restraining.
- Behave in a manner that is intended to shame, humiliate, belittle, or degrade minors, or engage in any other form of emotional abuse.
- Engage in inappropriate touching or unauthorized physical contact with a

minor.

- Use inappropriate language, tell sexual jokes, or make sexually suggestive comments around minors, even if minors themselves are doing so.
- Provide sexual materials to minors or assist minors in any way in obtaining such materials.
- Provide alcohol or drugs to minors or use alcohol or drugs in the presence of minors.
- Take photographs or videos of minors with a personal camera or cell phone.

Appendix B [[Signs of Child Abuse and Neglect](#)]



Nationally and in the District of Columbia, most reports and substantiations of child maltreatment are neglect, followed by physical abuse and sexual abuse.

Neglect occurs when parents or caretakers do not provide proper supervision, control, subsistence, education as required by law, or other care necessary for healthy development. By itself, lack of financial means to provide for a child is not neglect.

Physical signs may include:

- Poor hygiene.
- Inappropriate or ill-fitting clothing.
- Being left alone or with people unable to provide proper supervision.
- Obvious lack of necessary medical treatment.

Behavioral signs may include:

- Chronic hunger or sleepiness.
- Delayed language development.
- Clinging behavior or development of indiscriminate attachments.
- Frequent complaints of feeling unwell.
- Frequent tardiness or absence from school.

Physical abuse is non-accidental injury of a child by a parent or caretaker.

Physical signs may include:

- Bruises, welts, or swelling.
- Sprains or broken bones.
- Burns.
- Lacerations or abrasions.
- Bite marks.
- Unexplained or repeated injuries.

Behavioral signs may include:

- Attempts to hide injuries.
- Difficulty sitting or walking.
- Wariness of physical contact with adults.
- Reluctance to go home.
- Depression or self-mutilation.
- Fear of parent(s) or caregiver(s).

Sexual abuse is exploitation of a child for the sexual gratification of an adult or older child.

Physical signs may include:

- Difficulty walking or sitting.
- Torn, stained, or bloody clothing.
- Genital pain or itching.
- Sexually transmitted diseases.
- Pregnancy.

Behavioral signs may include:

- Precocious sexual knowledge or behavior.
- Extremes—hostile and aggressive or fearful and withdrawn.
- Self-mutilation.
- Substance abuse.
- Running away.



To report child abuse and neglect in the District, call 202-671-SAFE.

D.C. Child and Family Services Agency • 400 6th Street SW, Washington, DC 20024-2753 • (202) 442-6100 • www.cfsa.dc.gov

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