

YOUTH PROTECTION & PROGRAM SUPPORT AT THE UNIVERSITY OF UTAH

CHECKLIST FOR SAFETY OF MINORS POLICY COMPLIANCE

Any University youth programs or activities held on University of Utah premises are required to adhere to **University Policy 1-015 Safety of Minors**. The requirements of the policy are listed below, and are expected to be completed prior to the start of the program.

Registration

At least 30 days prior to the start of program:

- Write a Risk Management Plan
- Compile a list of all adults working with minors
- Submit registration on the YPPS website

Mandatory Training

Any adults working with minors are required to receive training on the Safety of Minors Code of Conduct and Reporting Obligations before they begin work for a Covered Program:

- Contact YPPS to schedule training or receive access to online training
- Confirm that all adults working with minors have received the training

Background Checks

All adults working with minors are required to have had a background check within the last 3 years and before they begin work for a Covered Program:

- Request a background check through Human Resources for all adults working with minors

Liability Waivers

A Liability Waiver is required to be signed and kept on file for any minor participant:

- Collect and file signed liability waivers for all participants