

## **Dartmouth Minors Protection Policy**

*(Updated 11/2/2016)*

The Dartmouth College Minors Protection Policy includes three elements:

1. Obligation to report suspected child abuse, including sexual abuse;
2. Requirement of all Dartmouth-sponsored Youth Skills Camps to adhere 2015 State of NH regulations regarding the need for background checks;
3. Requirement of all third party Youth Skills Camps to document their adherence to 2015 State of NH regulations regarding the need for background checks.

### **1. Obligation to Report a Possible Abuse of a Minor:**

- Every person has an obligation to report child abuse.
- Under New Hampshire law, all Dartmouth employees, students and volunteers must report any suspected child abuse, including sexual abuse<sup>1</sup>, to the New Hampshire Child Protection Services at 800-894-5533 (in state) or 603-271-6562 (out of state).
- If you are not sure that you should make a report to New Hampshire Child Protection Services, you may call Safety & Security at 603-646-4000.
- Or you may also contact the anonymous Dartmouth Compliance and Ethics Hotline at [Dartmouth Hotline](#) or call (888) 497-0516.
- Reports may be made anonymously. Individuals making reports in good faith are protected from legal liability.

### **2. Adherence to NH Regulations for Youth Skills Camps – Dartmouth Programs**

- Dartmouth faculty/staff who sponsor research internships/Youth Skills Programs ("Programs") for minors acknowledge that because of 2015 New Hampshire legislation, interns/Program attendees under 18 may not be left alone in the presence of a single faculty member/adult supervisor ("Supervisor") in the regular course of their day/Program, unless they have undergone a recent background check with results acceptable to Dartmouth. If a background check has not been completed, then an additional Supervisor must be in the lab/Program space if a minor is present.
- Faculty Sponsors/Program Directors agree to make all members of the lab team/Program staff aware of this requirement. Faculty Sponsors/Program Directors also acknowledge that hours chosen for research internships/Programs involving minors will be scheduled for times when the lab/Program is appropriately staffed.
- If it is not possible to structure the internship/Program so that the Supervisor is never left alone with a minor, then the Supervisor must have a background check before the internship/Program begins.

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<sup>1</sup> "Child sexual abuse" as defined by the New Hampshire Statute (NH RSA 169-C:3).

### Procedure and Process

- The process for obtaining a background check can be found [here](#), and requires that each Faculty Sponsor/Program Director fill out a [Request for Background Check](#) for each adult who might be alone with minors. Once this form is submitted to HR, it takes approximately 10-14 business days to complete a background check.
- Each Faculty Sponsor/Program Director is responsible for submitting a [NH Certification of Background Checks form](#), along with a \$25 check, in advance of the internship/Program. A copy of this completed form must be shared with the Office of the General Counsel, Attn: Amy T. Baker.

### **3. Adherence to NH Regulations for Youth Skills Camps – Non- Dartmouth Programs**

- All third-parties that offer programs for youth on Dartmouth College premises are required to adhere to the 2015 NH legislation regarding the background checks for Youth Skills Camps. Such programs include: sports camps, debate camps or any other youth programs that are run as independent businesses or partnerships.

### Procedure and Process

- Prior to obtaining access to Dartmouth facilities through the Office of Conferences and Special Events, all third-party programs must prove that they have complied with the 2015 legislation by producing a copy of their [NH Certification of Background Checks form](#), or documentation of their program on the [State of NH website](#), which lists the Youth Skills Camps in operation.