



<b>POLICY NUMBER</b>	<b>ADM 26-0</b>
<b>AUTHORITY</b>	<b>PRESIDENT'S COUNCIL</b>
<b>PRIMARY CONTACT</b>	<b>DIRECTOR OF RISK MANAGEMENT SERVICES</b>

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### I. POLICY

1. The University offers a variety of Programs on its campuses for Minors. The purpose of this Policy is to provide for the safety of Minors at University-sponsored Programs operated by University employees or volunteers and non-University Programs provided by external groups using University Facilities. In addition to the requirements that may apply under this Policy, Minors on campus are required to respect all other University policies, procedures, and regulations.
2. During occasions of brief visits by Minors to faculty, staff, and students on campus outside of a Program, appropriate supervision must be provided by the Minor's parent/guardian unless exempted from the Scope of this Policy by section II(1) of the Regulations.
3. All Programs involving Minors must be developed and administered so as to:
  - a. provide a safe environment for the participation of Minors;
  - b. comply with all municipal, provincial and federal laws (including the B.C. *Criminal Records Review Act*) and University policies and procedures, including all procedures established under this Policy; and
  - c. require appropriate qualifications and training for all Program Personnel who come into direct contact with Minors.
4. The Program Director is responsible for ensuring the processes and procedures as appropriate to the context of the Program are in place for compliance with this Policy. A Program Director who is not able to demonstrate to the Director of Risk Management Services that reasonable processes and procedures are in place for the safety of Minors participating in a Program may be required to discontinue the Program and/or be denied access to University Facilities.

## II. REGULATIONS

1. **Scope.** This Policy applies to Programs operated at any University campus or under the authority and direction of the University at other locations, in which Minors will be physically present and participating, **but does not apply to:**
  - a. Minors who are enrolled or accepted for enrolment in a credit-granting course at the University;
  - b. general public events where parents/guardians are expected to provide supervision of Minors whom they accompany onto campus, or to events where parents/guardians are explicitly required to accompany their children;
  - c. Minors in the care of the Cariboo Child Care Society;
  - d. Minors residing in residential housing on campus within their residential complex;
  - e. Minors over the age of 13 within designated areas (e.g. basketball courts) which are marked with posted signage;
  - f. research subject to the review and approval of the University's Research Ethics Board;
  - g. TRU Fall and Spring Break Open House and similar events designated by the President in advance and in writing as exempted from this Policy; and
  - h. any other Program as may be designated from time to time by the President in advance and in writing as exempted from this Policy.
2. **Definitions.** For the purpose of this Policy, the following definitions apply:
  - a. **Minor:** A Minor is any person under the age of 19 but excludes those enrolled or accepted for enrolment in a credit-granting course at the University.
  - b. **Program:** A Program is an activity or event intended for Minors, including sports camps, academic camps, music camps, workshops, conferences, recruitment events, pre-enrolment visits and similar activities. A Program may be residential (overnight) or only during the day.
  - c. **Program Director:** A Program Director is an employee of the academic or administrative unit of the University which offers a Program or who grants approval for use of University Facilities by an external group for the operation of a Program.

- d. **Program Personnel:** Program Personnel are individuals, paid or unpaid, who interact with, supervise, coach, instruct, chaperone, provide guidance to or otherwise oversee Minors participating in any Program.
  - e. **University Facilities:** University Facilities are premises owned by or under the control of the University.
3. **Transitional Provision.** This Policy shall come into effect on January 1, 2018. Program Directors for all Programs involving Minors must ensure that they are in compliance with this Policy on or before its effective date. This Transitional Provision shall be deleted from these Regulations on January 31, 2018.