

# CONTRACTORS TOOL BOX FOR PROTECTION OF MINORS AND TITLE IX

8-28-18

All University of Alaska Fairbanks Campuses are open campuses, meaning minors could be present at any time. In addition, UAF provides housing to students and their families, hosts K-12 teachers with their students on all campuses, holds summer camps and activities, provides space for outside parties to rent that may include minors including the Youth Symphony, and has the ever popular sledding hill used by people of all ages.

Contractors and their employees working at any of our UAF campuses or field sites are expected to comply with UAF's Protection of Minors Policy and Reporting Procedures at all times. All contractor employees are expected to report any and all incidents of minor abuse, Title IX non-compliance, and discrimination within 24 hours, with immediate reporting being preferable. UAF believes this is a safety issue. To help you help your company and employees, we have put together talking points (below) to be used in your weekly safety meetings to reinforce positive behavior and effective reporting.

Please let us know if we can help in any way to promote a safe environment for everyone on campus.

## CONTACTS:

UAF Project Manager:

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Frances Isgrigg: Director Environmental, Health Safety and Risk Management and  
Protection of Minors Chair  
907-590-5809

Margo Griffith: Director of Diversity and Equal Opportunity  
Protection of Minors Committee Member, Title IX Coordinator  
907-378-1214

## WHAT IS MINOR ABUSE

↪ A minor is anyone under the age of 18 years of age.

↪ Minor abuse includes physical abuse, verbal abuse, sexual abuse, mental abuse and neglect. **If you see this happening report it according to your reporting requirements and to the UAF Project Manager.**

- Physical Abuse means hitting or kicking, spanking or other corporal punishment, shaking, slapping, twisting or bending appendages beyond normal range of motion, pinching, scratching, hair pulling, unnecessary restraints, forcible contact with objects or substances;
- Verbal Abuse means using degrading, or threatening language, including using foul language and cursing;
- Sexual Abuse means any form of sexual conduct, engaging in inappropriate touching, exposing oneself, engaging in sex themed conversations;
- Mental Abuse includes shaming, humiliation, and cruelty;

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- Neglect means unreasonable withholding of food, water, adequate clothing for conditions, shelter, and reasonable medical attention.

**IF YOU SEE ABUSE OCCURRING, CALL 911 AND REPORT THROUGH YOUR SUPERVISOR AND UAF PROJECT MANAGER.**

## APPROPRIATE CONDUCT

- ↪ Conduct yourself in a manner that promotes a safe and positive environment for all members of the campus
- ↪ Refrain from loud, sexually suggestive calls or comments directed at anyone on campus.
- ↪ UAF embraces diversity of all kinds – treat all people with respect. Do not stare or make fun of people that may not meet your definition of normal.
- ↪ Title IX is a federal civil rights law prohibiting sexual discrimination in education.
- ↪ A variety of interactions with Minors occurs on UAF campuses. To protect yourself from allegations of abuse:
  - Never be alone with a minor or someone who you think may be a minor; if they need help call 911 or have someone go with you to help.
  - When using UAF facilities for lunch or breaks, be aware of your surroundings and engage only in respectful language and a