

UGA Programs and Activities Serving Minors Overview for Registered Student Organizations

The University of Georgia is committed to providing a safe environment for all minors participating in programs and activities on campus or otherwise affiliated with the University. In accordance with this commitment the University adopted a Policy for Programs and Activities Serving Minors in May of 2017, and it extends to all University-sponsored programs/activities, **including all registered student organization programs/activities**, as well as any third-party organizations that utilize University facilities for programs and activities serving minors (defined as persons under the age of 18 years) who are not UGA students.

The Policy may be found at programsforminors.uga.edu/policy.

Applicability to Registered Student Organizations

The Policy covers all registered student organization programs/activities involving minors. **This includes both on campus and off campus events. If your organization is hosting any events involving minors, the Policy will most likely apply.** There are some exceptions (e.g., primarily if the parents/guardians maintain supervision throughout the event; or if you are working in a local school and the teachers maintain supervision throughout the event).

Reminder of Minors Policy Requirements

Each program/activity must meet the following minimum requirements: approval, annual registration, background investigations, training, and records retention.

Program Administrators (for student organizations, this would be the event leader or the student organization leader) develop and determine content and training appropriate to the program/activity, must obtain signed approval from an approving official (Vice President, Dean, Director, or Department Head), and upload the approval form during the annual registration process. If student leaders need assistance with identifying their approving official, contact the Director of Compliance at programsforminors@uga.edu. Registration and approval information is available here: programsforminors.uga.edu/program-registration.

Program staff who have direct contact with minors must undergo a background investigation and complete required training prior to working with minors. Program staff includes University students, University employees, and external volunteers. Background investigation information is available here: programsforminors.uga.edu/background-investigations-and-screening. Program staff must also complete required training on Mandated Reporter, Non-Discrimination and Anti-Harrassment, and Code of Conduct. Training information is available at programsforminors.uga.edu/training.

Program/Activity Administrators, with assistance from Department leadership, are responsible for maintaining records in accordance with Board of Regents and UGA policies. Centralized

record keeping at a Departmental level is recommended. More information is available at programsforminors.uga.edu/records-retention.

Please refer to the Policy for full details. Failure to comply with the Policy requirements will result in disciplinary action as outlined in the Policy.

Additional Policy Resources

Beyond the minimum requirements outlined above, we encourage Program/Activity Administrators to review additional considerations and best practices outlined on the Policy website. Please review program resources, sample forms, and FAQs here: programsforminors.uga.edu.

Policy Ownership and Contact Information

The Policy is administered by Public Service and Outreach. Please contact Brian Stone, Director of Compliance, at programsforminors@uga.edu or 706-542-7255 if you have any questions or need additional information.