



## 2.6.020

# Protection of Minors from Abuse Policy

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Date of last board of trustees review: March 11, 2026

The originator of this policy is the Office of Risk Management. Questions regarding this policy may be directed to the originator by calling 801-957-4041.

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### 1. Policy

Salt Lake Community College is committed to protecting minors from abuse. This policy establishes minimum standards for SLCC-sponsored programs involving minors. It also outlines mandatory reporting requirements in alignment with applicable state and federal laws, as well as college policies.

### 2. References

- A. Child Abuse and Neglect Reporting Requirements, Utah Code Ann. § 80-2-602(1).
- B. The Child Abuse Prevention and Treatment Act (CAPTA) Reauthorization Act of 2010, 42 U.S.C. §§5101–5106, 5116 (2010).

## 2.6.020

# Protection of Minors from Abuse Procedure

Date of last cabinet review: January 13, 2026

The originator of this procedure is the Office of Risk Management. Questions regarding this procedure may be directed to the originator by calling 801-957-4041.

### 3. Definitions

- A. Abuse: as defined in the Utah Code [§ 80-1-102](#).
- B. Authorized Adult: an SLCC employee or volunteer who is at least 18 years of age and approved to supervise or interact with minors.
- C. Employee: any individual hired by the college into a full- or part-time position.
- D. Minor: a person under the age of 18.
- E. Neglect: as defined in the Utah Code [§ 80-1-102](#).
- F. Program Director: the SLCC employee responsible for overseeing a program or event that involves minors.
- G. Volunteer: a person who has successfully completed the volunteer approval process as determined by People and Workplace Culture.

### 4. Procedures

#### A. Reporting Obligations

[Utah law](#) requires any person who has reason to believe that a minor has been subjected to abuse or neglect to immediately notify the nearest [Child and Family Services](#) office, a peace officer, or a law enforcement agency. There are no exceptions to these reporting obligations.

#### B. Policy Scope

This policy applies to all programs involving minors, with the following exceptions. These exceptions are based on the type of program, the minor's role, or oversight by other rules or regulations:

1. Enrolled Students: Minors who are enrolled as students in courses or academic programs provided by or substantially supported by the college.

2. Public Events: Events held on SLCC campuses that are open to the general public and may be attended by minors.
3. School Group Visits: School groups visiting SLCC campuses where the visiting school's representative adults retain supervision and custody of their minors.
4. Parental or Guardian Supervision: Events or programs where minors remain in the care and custody of a parent, guardian, or responsible adult for the entire duration.
5. Autonomous High Schools: Independent high schools operating on SLCC campuses.
6. Licensed Childcare Facilities: Childcare centers licensed to operate on SLCC campuses, which are governed by separate regulatory requirements.
7. Minor Employees Not Involved in Youth Programs: SLCC programs not specifically designed for youth, where a minor's involvement is limited to serving as a college employee or contract worker.
8. Clinical and Counseling Services: SLCC programs that provide clinical healthcare or counseling services, which are subject to distinct legal and regulatory requirements.
9. Competitions associated with external organizations that are held on college premises, and long-term embedded programs, should consult with SLCC's Office of Risk Management for specific guidance when following this policy. SLCC's Office of Risk Management may consult with the Office of General Counsel to evaluate and create guidance for these programs.

C. Program Director Responsibilities

The program director is responsible for the following:

1. Submitting the required [program registration form](#) to SLCC's Office of Risk Management at least 45 calendar days before the program or event.
2. Ensuring all program volunteers submit a completed [SLCC Volunteer Agreement Form](#) to the program director.
3. Submitting the required [online form](#) and following the volunteer approval process as determined by People and Workplace Culture.
4. Verifying that all program employees, contract workers, and volunteers complete the required authorized adult training and have satisfactorily passed a background check before supervising minors.
5. Ensuring that a parent or legal guardian has completed, signed, and submitted a [participation agreement](#) for each minor before participation in a program.
6. Ensuring compliance with this policy and maintaining all related records.
7. Creating and maintaining an up-to-date list of all authorized adults involved in the program, including submission or completion dates of volunteer forms, trainings, and background checks.

#### D. Required Authorized Adult Training

1. All authorized adults must complete training on protecting minors.
2. SLCC's Office of Risk Management will identify the training content and platform.
3. Training is valid for up to three years from the date of completion.

#### E. Background Checks

1. All adults must complete satisfactory background checks conducted through People and Workplace Culture before they can be authorized to participate in any program involving minors.
2. Satisfactory background checks are valid for three years.

#### F. Participation Agreements

A parent or legal guardian must complete, sign, and submit a [participation agreement](#) for each minor participant. The participation agreement must be accepted by the program director before participation in a program.

#### G. Conduct of Authorized Adults

Authorized adults must follow [conduct guidelines](#) located on the [SLCC Office of Risk Management website](#).

#### H. Non-College Programs and Events on SLCC Campuses

1. External entities and organizations must establish written contractual relationships with SLCC to use college space for programs involving minors in accordance with the [Use of College Facilities and Properties Policy](#).
2. These entities and organizations must agree in their contract with the college that:
  - a. Their workers have successfully passed a background check in the last three years, or verify that their workers do not appear on federal and state sex offender registries;
  - b. Their workers have been provided training on working with minors; and
  - c. Their workers have read and will follow the [code of conduct for authorized adults](#).
3. External entities and organizations must submit a Certificate of Insurance to SLCC that meets current college requirements before using college space.
4. SLCC's Office of Risk Management can provide guidance on insurance coverage requirements and minimum liability limits.

#### I. Violations of Policy or Conduct for Authorized Adults

1. An authorized adult who violates this policy may face corrective action. Corrective action may include exclusion from a program, and for a college employee, it may

also include termination of employment.

2. Failure of a non-college entity to comply with the terms of a contract with the college, in conjunction with this policy or the [code of conduct for authorized adults](#), may result in SLCC denying the entity the opportunity to run future programs, prohibiting continued or future use of SLCC facilities, even before the terms of the contract have completed, or excluding an individual from being involved in the program.

J. Additional Resources

Additional information, required form templates, and helpful resources related to protecting minors will be maintained on [SLCC's Office of Risk Management website](#).