

Youth Exchange activity attracts a range of support from adults, both Rotarian and non-Rotarian. The involvement could be background administration or event organisation where the adult has little or no direct contact with students. However, there are significant roles such as Host Parent and Counsellor and some committee roles such as DYEO where the nature of their contact with students is such that they are required by law to undergo screening by the Disclosure & Barring Service. It is these roles with which this document is mainly concerned.

Interviews, Screening and References

All who wish to play any part in Youth Exchange activity should be interviewed to have explained the demands of the role for which they are volunteering and to establish their suitability for the task. Also in such cases the person would be asked to provide the details of three referees (not family members and no more than one Rotarian) who would be asked about the individual's suitability to work with Youth Exchange students. It is sufficient for this to happen at the outset of an individual's involvement with the programme, not on each occasion that his or her role changes within it.

They then complete and sign the form *CP6A: Agreement for Working in Youth Exchange*, and the DYEO then sends out *CP6B: Request for a Reference for Working in Youth Exchange* to each of the named referees. These documents may be downloaded for operational use from *IB2: Counsellor Selection: all programmes* and *IB3: Host Family Selection: all programmes*.

Where screening is required by law acceptance of the person is conditional upon him/her obtaining an Enhanced DBS Certificate (or producing evidence of holding a current and relevant Certificate already).

Insurance

All adults engaged in Youth Exchange activities are covered by the RIBI Insurance Policy. Full details of this coverage and the terms and conditions attached are to be found in *IF4. Insurance for Youth Exchange – Information for DYEOs*.

Rotary International Statement of Conduct for Working with Youth

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. To the best of their ability, Rotarians, Rotarian spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional harm.

Adopted by the Rotary International Board of Directors, November 2006