

# ITHACA COLLEGE - ROLES & RESPONSIBILITIES FOR THE PROTECTION OF MINORS

ITHACON 2023, April 22 and April 23, 2023

## EXPECTATIONS FOR PARENTS:

**SUPERVISION:** Parent/Guardians are advised and are required/expected to maintain supervision of their minor children throughout the event. Parents/Guardians are expected to remain in activity rooms with their minor child, and are not to drop off their child in those rooms or any other spaces.

**EMERGENCY NOTIFICATION SYSTEM (Optional):** Parents/Guardians are advised that they may download the Rave Guardian App, if they wish to receive emergency campus notifications while the minor is present on the College campus: <https://www.ithaca.edu/ic-alert/rave-guardian-app>

**CONDUCT:** If the Program Director (listed below) determines that a minor must be removed from the Program due to any safety-related or other behavioral misconduct, parents/guardians must remove the minor immediately.

## ROLES OF PROGRAM PERSONNEL:

### IC Program Staff:

**Program Director: Ed Catto, [ecatto@ithaca.edu](mailto:ecatto@ithaca.edu)**

- Supervises IC students who are assisting as IC Event Coordinators
- Every safety/security/injury/abuse incident must be reported to Program Director

**IC Event Coordinators:** Select currently enrolled Ithaca College students

- Responsible for monitoring areas with minor participants in attendance
- Responsible for reporting abuse involving any minor participant to the Program Director
- May be identified by event badges/nametags

### Non-Ithaca College Program Organizers

**Volunteers from “Comic Book Club of Ithaca”**

- Provide operational assistance only
- Do not share monitoring responsibilities for protection of minors
- May be identified by color-coded badges/nametags

### IC Non-Program Personnel Roles:

**Public Safety Office: On call at (607) 274-3333**

- Instructions from Office of Public Safety **MUST** be obeyed at all times.

## SUPERVISION OF MINORS

- Parents/Guardians are solely responsible for supervision of minors in attendance
- Program Director and IC Event Coordinators are ‘authorized adults’, authorized to facilitate programs involving minors
- Each authorized adult is responsible at all times for reporting suspected abuse or neglect involving any minor participant, to the Program Director and to the Office of Public Safety
- Programming standard is that a minor participant will be reasonably protected from any unreasonable risk to their health or safety, including abuse or public health hazard
- If parent/guardian leaves a minor unattended, any disciplinary concerns must be referred to Program Director, who is solely authorized to issue a disciplinary restriction or removal
- At no time will any Program personnel (Program Director or any other employee, student, or representative) ever touch or physically restrain a participating minor for disciplinary purposes.