

## BATON ROUGE BAR FOUNDATION

### **ADULT VOLUNTEER POLICIES**

The Baton Rouge Bar Foundation operates a number of projects intended to benefit children and youth, including but not limited to the Region III High School Mock Trial Competition, Teen Court of Greater Baton Rouge, Junior Partners Academy, Law Day, and the Summer Youth Legal Institute. Participants in the programs are defined as those youth who are under the age of eighteen (18) years old.

Thank you for your interest in serving as a volunteer. As a condition of serving as an adult volunteer with the Baton Rouge Bar Foundation, you must comply with the below-listed policies:

1. Adult volunteers should avoid having one-to-one contact alone with any youth program participant. In other words, all interactions between adult volunteers and teen volunteers/participants should be in a public setting. If such interaction is in a private setting, such as a classroom or courtroom, there should be at least one other person present, preferably an adult.
2. Adult volunteers must respect confidentiality. The names of all minors are to remain confidential at all times. Some youth programs may impose additional rules on confidentiality. For example, all Teen Court proceedings are to remain confidential, including the name of the offender, the nature of the offense, the deliberations, and the sentence imposed. By participating in Teen Court, you must verify that you will not divulge, either by words or signs, any information which comes to your knowledge in the course of a Teen Court case presentation, and that you will keep secret all said proceedings.
3. Adult volunteers should not post any photographs depicting youth participants on any blog, website, or social networking site (including, but not limited to Facebook, MySpace, Google Plus, LinkedIn, Twitter, Pinterest, Tumblr, Instagram, VK, flickr, Vine, YouTube, Snapchat, or kik).
4. Adult volunteers should not share or exchange their personal cellular phone numbers or social media account information with youth participants, including, but not limited to the social media accounts referenced above.
5. Adult volunteers should not speak to the news or media regarding Baton Rouge Bar Foundation programs without the express permission of the Baton Rouge Bar Foundation.
6. Adult volunteers should not give or receive gifts, food, monetary reimbursement, or services of any kind from any youth program participants, that are inconsistent with state ethics laws.
7. Adult volunteers should not drive youth program participants, except in case of emergency or exigent circumstance, and should promptly notify the program administrator or supervisor of same.
8. Adult volunteers should not participate in youth programs while under the influence of drugs or alcohol. Adult volunteers should not use tobacco products during youth programs.
9. Adult volunteers should not carry or display any weapons while participating in youth programs, regardless of whether the volunteer is licensed to carry the weapon or not.

10. Adult volunteers are expected to dress in a professional and tasteful manner while participating in youth programs.
11. Adult volunteers are prohibited from any form of harassment or hostility on the basis of race, color, religion, sex, age, national origin, disability, or any other characteristic protected by federal, state, or local law.
12. Adult volunteers are prohibited from any form of sexual harassment of another volunteer, staff employee, or other youth program member of the same or opposite sex, including sexual advances, requests for sexual acts or favors, abusing the dignity of another through insulting or degrading sexual remarks, and/or conduct or suggestions that program participation is conditioned upon toleration of or acquiescence to sexual advances.
13. Adult volunteers are prohibited from participating in youth programs if they have been convicted of, or pled guilty or nolo contendere to any of the following crimes in Louisiana or a substantially equivalent crime in any other jurisdiction, including pending charges of the following crimes as listed in La. R.S. 15:587.1(C)(1): first degree and second degree murder; manslaughter; rape; aggravated, forcible or simple rape; aggravated oral sexual battery; aggravated sexual battery; oral sexual battery; second degree sexual battery; aggravated or simple kidnapping; criminal neglect of family; incest; criminal abandonment; carnal knowledge of a juvenile; felony carnal knowledge of a juvenile; indecent behavior with a juvenile; prostitution; soliciting to prostitution; pandering; letting premises for prostitution; enticing to prostitution; crime against nature; aggravated crime against nature; contributing to the delinquency of a juvenile; cruelty to a juvenile; child desertion; cruelty to the infirm; obscenity; operating a place of prostitution; sale of minor children; manufacture and distribution of narcotics, controlled dangerous substances or marijuana; or conviction for attempt or conspiracy to commit any of these offenses.
14. Adult volunteers are prohibited from participating in youth programs if they have a finding of abuse by a Child & Youth Agency or similar agency in Louisiana or a similar statute in another jurisdiction.
15. Adult volunteers are prohibited from participating in youth programs if they have a history of violent or abusive conduct including domestic abuse, dating violence, and stalking or as defined under the Protection from Family Violence Act, Domestic Abuse Assistance Act, Protection from Dating Violence Act, and Post-Separation Family Violence Act in Louisiana or similar statute in another jurisdiction.

By signing below, I verify I have read the above requirements and agree to adhere to them as long as I am participating as a Baton Rouge Bar Foundation Adult Volunteer. I understand that as a condition of participation, I will renew my commitment to the above requirements on an annual basis. I verify that I am eligible to participate as a volunteer and have none of the offenses prohibited in items 13-15, above. I understand that should my eligibility change, or if I am charged with committing an offense of violation listed in items 13-15, above, I will immediately notify the Baton Rouge Bar Foundation staff and cease participation in any and all youth programs.

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Printed Name of Volunteer

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Signature of Adult Volunteer

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Email Address

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Date