

**SBC YOUTH PROTECTION POLICY**  
**Approved by SBC Board of Directors on June 14, 2022**

**The Sacramento Buddhist Church (hereinafter “SBC”) prohibits and does not tolerate sexual, physical, or other forms of abuse or misconduct during any SBC organization-related activity. Those reasonably suspected or believed to have committed abuse will be appropriately disciplined and/or reported to authorities for criminal prosecution. No volunteer, board of trustee member, staff, or other person, regardless of his or her title or position, has the authority to commit or allow sexual, physical, or other forms of abuse.**

**A. OBJECTIVE**

To protect youth from sexual, physical and other forms of abuse while on SBC premises or at SBC-sponsored events by (1) increasing awareness of our youth leaders, youth, and their families, (2) requiring the implementation of preventative measures, and (3) providing and acting upon an appropriate response plan. Such protection is intended to deter/protect through background screening, youth protection training, and providing guidance for responding to suspected abuse. To achieve these objectives, SBC has designated the SBC’s Board of Trustees’ Executive Board’s Auditors to lead and coordinate its youth protection efforts.

**B. SCOPE**

The SBC organizations/individuals defined as SBC groups (for the purposes of this Youth Protection Policy) are documented in Appendix A and will be subject to this SBC Youth Protection Policy. This list may be modified by the SBC Board of Trustees, at its discretion and as it deems appropriate.

**C. BACKGROUND CHECKS**

SBC youth leaders, designated volunteers, and certain high school students who regularly interact with younger youth (collectively, “Registered SBC Youth Leaders”<sup>1</sup>), are required to have fingerprint-based background checks. Such background checks will search the California Department of Justice and Federal Bureau of Investigation (FBI) national database for past and on-going criminal activity (i.e., not a one-time check). Each SBC affiliated organization and sponsored organization is responsible for identifying its Registered SBC Youth Leaders and ensuring that they have complied with this requirement.

To manage and oversee the background checks, the SBC Board of Trustee’s Executive Board shall appoint one or more Custodians of Record (COR). The COR(s) shall be the primary point of contact for messages, notifications, and documentation with the California Department of Justice and other related agencies. The SBC Board of Trustee’s Custodian of Record shall facilitate the

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<sup>1</sup> See Appendix B for the definition of Registered SBC Youth Leaders.

background check process for Registered SBC Youth Leaders and their organizations.

#### **D. TRAINING**

Registered SBC Youth Leaders are required to have appropriate Youth Protection Training every two years, or as otherwise determined by the SBC Board of Trustees. The SBC board of Trustees will determine the appropriate youth protection training and coordinate the compliance tracking process.

#### **E. REPORTING OF ABUSE AND SUSPECTED ABUSE**

Allegations of abuse shall be promptly reported to the SBC Board of Inquiry (see Appendix C for contact information), appropriate SBC organization leaders (e.g., Sakura Gakuen Principal, Dharma School Superintendent, SBC Sports Committee Chair), and appropriate law enforcement agencies. Abuse and suspected abuse must be reported even if you are not sure that the incident(s) constitutes actual abuse.

An SBC Board of Inquiry will investigate and respond to allegations of abuse. The SBC Board of Inquiry will typically consist of the SBC President, Vice-President, organization lead, and one other individual, as determined by the SBC Board of Trustees.

#### **F. RESPONDING TO ABUSE AND SUSPECTED ABUSE**

The SBC Board of Trustees shall develop appropriate response procedures to ensure timely and appropriate actions while protecting the privacy of those involved. The SBC Board of Inquiry shall evaluate incidences; escalate issues to the Head Minister, Board of Trustees, and others as appropriate; discuss the incident/issue(s) with involved parties; and take disciplinary or other actions (including reporting suspected abuse to authorities), as necessary. The outcomes of the Board of Inquiry's incident response may include verbal/written communications, administrative or enforced leave, immediate removal, dismissal, and/or criminal prosecution.

SBC and its organizations will cooperate fully with any investigation conducted by law enforcement or other appropriate agencies. SBC and its organizations shall maintain confidentiality on a strict need-to-know basis. SBC and its organizations will take every reasonable measure to ensure that those named as potential abusers will be suspended from their SBC leadership activities related to youth during the investigation.

#### **G. ANTI-RETALIATION AND FALSE ALLEGATIONS**

SBC prohibits retaliation against any volunteer, board member, or other person who lodges a good faith complaint of sexual, physical, or other forms of abuse or misconduct or who participates in any related investigation. SBC prohibits making false or malicious misconduct allegations, as well as deliberately providing false information during an investigation. The appropriate response to a

false accusation will be determined by the Board of Inquiry on a case-by-case basis, which may include criminal prosecution.

#### **H. ORGANIZATION-SPECIFIC GUIDELINES**

This document is intended to provide a consistent policy for SBC, SBC affiliated organizations, SBC sponsored organizations, SBC staff and volunteers, and other organizations that regularly use the SBC facilities. These organizations may provide supplemental guidelines for specific situations.

#### **I. SIGNED ACKNOWLEDGMENT**

Registered SBC Youth Leaders will sign and agree to SBC's Youth Protection Policy prior to engaging in their designated role.

## APPENDIX A

### List of SBC Affiliated Organizations, Sponsored Organizations, Individuals that are subject to the SBC Youth Protection Policy

#### SBC Affiliated Organizations

- Buddhist Women's Association
- Adult Buddhist Association
- Young Adult Buddhist Association
- Senior Young Buddhist Association
- Junior Young Buddhist Association
- Dharma School
- Sakura Gakuen
- Sports Program
- Choir
- Legacy Endowment Fund

#### SBC Sponsored Organizations

- Scouts BSA Troop 50B
- Scouts BSA Troop 50G
- Girl Scout Troop 569
- Cub Scout Pack 50
- Venture Crew 50

#### SBC Staff and Volunteers

- Ministers and Minister Assistants
- Office personnel

#### Other Organizations that Use SBC Facilities

- TBD

## **APPENDIX B**

### **Definition**

Registered SBC Youth Leaders are defined as volunteers, employees, or contractors of the SBC organizations that are subject to SBC's Youth Protection Policy (see Appendix A) and who are teachers, leaders, instructors, coaches, advisors, or high school students who regularly interact with SBC youth in a leadership capacity. Examples of high school students that are SBC Youth Leaders include those high school students over the age of 18 years old that volunteer as assistant dharma school teachers, assistant basketball coaches, or other capacity as determined by SBC.

## APPENDIX C

### Reporting Contact Information

Allegations of abuse shall be promptly reported to the SBC Board of Inquiry, the appropriate SBC organization leaders (e.g., Sakura Gakuen Principal, Dharma School Superintendent, SBC Sports Committee Chair), and appropriate law enforcement agencies. Communications to the SBC Board of Inquiry shall be made through one or more of the following methods:

- Direct personal contact with the SBC President (typically changes every two years), Vice-President, organization lead, or the other SBC Board of Inquiry member
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SBC Youth Protection email at [SBCYouthProtection@buddhistchurch.org](mailto:SBCYouthProtection@buddhistchurch.org)  
In addition to reporting to the SBC Board of Inquiry, allegations of abuse may also be reported to the following:

- Sacramento County Health and Social Services – Child Protective Services – (916) 875-5437 (8775-KIDS)
- Sacramento Police Department – (916) 808-5471

After filing a telephone report, a written report must be followed within 36 hours of receiving the information regarding the incident of abuse. The written report must be submitted to the child welfare or law enforcement agency to which the telephone report was made.

The written report must be filed on the Department of Justice Form SS 8572 (DOJ SS8572), known as the Suspected Child Abuse Report (SCAR) Form.

## ACKNOWLEDGMENT OF SBC YOUTH PROTECTION POLICY

I acknowledge that I received and read the SBC Youth Protection Policy. I understand that it is my responsibility to abide by all rules contained in the policy. I also understand how to report incidents of sexual, physical, or other forms of abuse as set forth in the policy, including retaliation against any volunteer exercising his or her rights under the policy. I agree to attend youth protection training every two years or earlier, as directed by the SBC Board of Trustees.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

**AUTHORIZATION FOR BACKGROUND CHECK**

I hereby authorize Sacramento Buddhist Church (SBC) and its designated agents and representatives to conduct a Live Scan Fingerprint-Based Background Check for the position of volunteer or for employment, as applicable.

I understand that the scope of this background check may include, but is not limited to the following areas: current and previous residences and criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions; driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency (including law enforcement agencies) to divulge any and all information, verbal or written, pertaining to me, to SBC or its agents. I authorize the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, including information or data received from other sources.

I hereby release SBC and its agents, officials, representative, or assigned agencies, including officers, members of the SBC Board of Trustees, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may, at any time, result to me, my heirs, family, or associates because of compliance with this authorization and request to release.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

**Parent/Guardian Consent (for minors under the age of 18 only):**

By signing this form, I give my informed consent and authorization for SBC to perform a Live Scan Fingerprint-Based Background Check on my minor child. I understand that SBC and its organizations shall maintain the confidentiality of the results of this background check on a strict need-to-know basis and in accordance with SBC’s Youth Protection Policy.

Parent/Guardian’s Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_