

Local Club Safety

Boys & Girls Club of Burbank and GEV



Attention Parents- Please review the following safety procedures implemented at the Boys & Girls Club of Burbank and GEV. If you have any questions regarding our procedures please feel free to contact Lupe Herrera Vice President of Operations at lupeherrera@bgcburbank.org. Thank you

Headline Title: At **The Boys & Girls Club of Burbank and Greater East Valley**, Child Safety is Job No. 1

Subtitle: Ensuring child safety is fundamental to the mission of **The Boys & Girls Club of Burbank and Greater East Valley**

The Safety and Wellbeing of Young People is Our Number One Priority

We work every day to create a safe, fun environment so kids can have every opportunity to be successful in life. We have ZERO tolerance for inappropriate behavior of any kind, including child sexual abuse or misconduct, and we put resources behind that stance.

Culture of Safety: **The Boys & Girls Club of Burbank and Greater East Valley** continually updates robust safety policies, programs and training for our staff and volunteers that are designed to promote child safety and protect young people from threats that are present in our society. We implement layers of safety policies and guidelines to keep our kids safe including:

- Staff trained in CPR/First Aid
- Staff trained in Sexual Abuse Prevention
- Staff trained in Club Crisis Management

Safety Policies: **The Boys & Girls Club of Burbank and Greater East Valley** has comprehensive safety policies in place that protect youth – including, but not limited to, supervision, transportation, communication and prohibiting private one-on-one contact.

Mandatory Background Checks: Mandatory criminal background checks are required every year for every staff and board member at **The Boys & Girls Club of Burbank and Greater East Valley**. In addition, criminal background checks are required for any volunteer who has direct contact with children. All potential employees and volunteers are also run through **Live Scan**.

Required Immediate Reporting: **The Boys & Girls Club of Burbank and Greater East Valley** staff and volunteers are all mandated reporters. We are required to report any critical incident/safety concern to local authorities immediately. We are also required to report any critical incident to Boys & Girls Clubs of America within 24 hours.

Mandatory Annual Safety Assessments: We complete a safety assessment each year to ensure we continually make improvements to safety at our **Club(s)**.

Safety Trainings: Ongoing training and supervision of staff is critical. We participate in a wide variety of child safety training conducted such as **Sexual Harassment Prevention, Active Shooter Training, Earthquake/Fire Preparedness, seminars, conferences, webinars and a semi-annual safety symposium**. We also engage leading third-party safety experts to provide guidance for our policies and approaches, including Praesidium,

the National Center for Missing & Exploited Children, and the National Children's Advocacy Center.

Safety Committee: **The Boys & Girls Club of Burbank and Greater East Valley** has a dedicated safety committee to provide input and guidance on local policies and safety strategies. Priorities and initiatives include:

- Taking part in the National Youth Outcomes Initiative Survey.
- Assess the safety outcomes and strive for continued improvement year to year.
- Our club budgets for all necessary safety trainings per year

Mandatory Employee Reference: Any employee interested in moving to another Boys & Girls Club is required to have a reference from the previous Club, even if the Clubs are within the same community.

State and Local Laws: We comply with federal, state and local safety laws, including those impacting facilities and vehicles.

Safety Partnerships: Nationally, Boys & Girls Clubs of America works with leading experts in the areas of safety, security and technology to develop state-of-the-art solutions for Clubs. Partners include:

- National Child Safety Advisory Task Force, made up of leading experts and organizations
- Blue Ribbon Taskforce, comprised of local Club leaders charged with providing input on the safety direction and key safety initiatives
- Mental Health First Aid, a national program that teaches skills to recognize and respond to signs of mental illness and substance abuse
- Crisis Text Line, a confidential text message service for youth in times of crisis

Locally, **The Boys & Girls Club of Burbank and Greater East Valley** partners with:

- Burbank Police Department
- Burbank Fire Department
- Providence Saint Joseph Medical Center
- Burbank Unified School District
- Archdiocese of Los Angeles
- Los Angeles Unified School District

Nationally, Boys & Girls Clubs of America has advocated the passage of the [U.S. PROTECT Act](#), which improved background screening systems and access. The national organization has also partnered with the [FBI](#), the [National Center for Missing & Exploited Children](#) and the [Centers for Disease Control](#) to contribute to the development of safety practices that benefit ALL youth-serving organizations.

America's young people deserve nothing less than our constant focus on their safety and our firm commitment to protect every child who is entrusted to our care at **The Boys & Girls Club of Burbank and Greater East Valley**. To [learn more](#) about our national safety policies and actions, please visit Boys & Girls Clubs of America's Child Safety page, [here](#).



COMMITMENT TO SAFETY

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