

Exhibit B
PROTECTION OF MINORS POLICY
(EXTERNAL EVENTS)

PURPOSE AND SCOPE

Knox College values the health, safety, and well-being of minors and is committed to providing a safe environment for minors on campus and who participate in programs utilizing College property and facilities. In keeping with this value and to fulfill this commitment, the College has adopted this Protection of Minors Policy ("**Policy**"). For purposes of this Policy, a minor is a person, other than an enrolled College student, who is less than 18 years of age. All camps, events, programs, and activities sponsored and supervised by third parties that are intended for minors and that take place on campus or in College facilities ("**Programs**"), are subject to this Policy. This Policy applies to all third parties who contract with the College and will be included as an addendum to written agreements with third parties or provided to third parties as circumstances require.

APPLICATION

In order to facilitate the purpose and scope of this Policy, third party sponsors of Programs utilizing College property and facilities must submit to the following expectations regarding the providing of a safe environment for minors on campus. Failure to comply with this Policy and the expectations set forth may lead to the revocation of the opportunity to use College property or facilities or other legal remedies or actions.

1. BEHAVIORAL AND PERSONAL CONDUCT EXPECTATIONS

Adults should be positive role models for minors and act in a caring, honest, respectful, and responsible manner that is consistent with the mission and guiding principles of the College. Therefore, adults working with minors in Programs utilizing College property and facilities must be made aware of and comply with the following behavioral and personal conduct expectations for the duration of such Programs:

- Do not engage in any sexual activity, make sexual comments, tell sexual jokes, or share sexually explicit material (or assist in any way to provide access to such material) with minors.
- Do not be alone with a single minor. If one-on-one interaction is required, meet in open, well illuminated spaces or rooms with windows observable by other adults unless the one-on-one interaction is expressly authorized by a parent or guardian.
- Do not meet with minors outside of established Program times. Any exception requires written parental consent and must include more than one adult from the Program.

- Do not invite individual minors to your home. Any exception requires authorization by express written parental consent.
- Do not engage in or communicate with minors through e-mail, text messages, social networking websites, internet chat rooms, or other forms of social media at any time, except and unless there is an educational or programmatic purpose and the content of the communication is consistent with the purpose of the Program.
- Do not touch minors in a manner that a reasonable person could interpret as inappropriate. Touching should generally only be in the open and in response to the minor's needs, for a purpose that is consistent with the purpose of the Program, and/or for a clear educational, developmental, or health related (*e.g.*, treatment of an injury) purpose. Any resistance from the minor should be respected.
- Do not engage in any abusive conduct of any kind toward or in the presence of, a minor, including but not limited to, verbal abuse, striking, hitting, punching, poking, spanking, or restraining. If restraint is necessary to protect a minor from harm, all incidents of restraint must be documented and disclosed to the minor's parent or guardian.
- Do not use, possess, or be under the influence of alcohol or illegal drugs while on duty or when responsible for a minor's welfare.
- When transporting minors for Program purposes, more than one adult from the Program must be present in the vehicle, except when multiple minors will be in the vehicle at all times through the transportation. Avoid using personal vehicles if possible.
- Possession of or use of any type of weapon or explosive device is prohibited when working in the Program or in the presence of a minor in the Program.

2. BACKGROUND CHECKS AND TRAINING OF ADULTS PARTICIPATING IN PROGRAMS

It is the College's expectation that third party sponsors of Programs utilizing the services of adult volunteers and/or employees to work with minors during a Program will make every effort to ensure that such adult volunteers and/or employees have been thoroughly vetted, screened and evaluated so as to minimize the risk to minors participating in such Programs. Third party sponsors are responsible for securing criminal background checks in order to meet the College's commitment to providing a safe campus environment.

It is the College's further expectation that third party sponsors of Programs utilizing the services of adult volunteers and/or employees will make every effort to ensure that such adult volunteers and/or employees are sufficiently trained in matters pertaining to the protection of minors so as to ensure that such Programs are conducted in a manner which meets the College's commitment to providing a safe campus environment.

3. REPORT ABUSE

It is the College's expectation that adults working with minors in a Program utilizing College property and facilities will be familiar with the requirements under Illinois law, if any, to immediately report any abuse or suspected abuse of minors. The College notes that abuse includes inappropriate interactions, neglect, or inadequate care provided by a parent, guardian, custodian, or caretaker. Adults working with minors should be aware that they can report such abuse or suspected abuse to the Illinois Department of Children and Family Services (DCFS) toll-free, 24-hour Child Abuse Hotline at 1-800-25-ABUSE (22873). The College's Office of Campus Safety can assist in providing contact information for reporting to the appropriate authorities. Individuals making a report in good faith are generally protected from criminal and civil liability for making the report.

Approved by Knox College President, Teresa Amott on June 12, 2013.

Amended February 2, 2015.