



UNIVERSITY OF WISCONSIN-LA CROSSE (UWL)

YOUTH PROTECTION

UWL REPORTING OBLIGATIONS

Incident reporting obligations for Youth Program Staff. **Call 911 in an emergency. Meet reporting obligations AFTER a situation is stabilized.** An incident may fit the definition of multiple categories. In order to meet reporting obligations, you may need to make more than one report.

Mandatory Reports by Law or Policy (refer to definitions on page 2)			
Category	Type of Incident	Reporter	Reporting Procedure
Child Abuse and Neglect Per Executive Order #54 (EO54) Applies to: All minors in any location	Physical abuse, physical neglect, or threats of abuse or neglect Emotional abuse, sexual abuse Abuse by manufacture of Methamphetamine	All Program Staff who witnessed or suspects abuse must make a report	Report by phone or in person to UWL Campus Police (Non-emergency: 608-789-9000; Emergency: 608-789-9999) OR local law enforcement (911) Complete a UWL EO54 Report Form .
Sexual Harassment and Sexual Violence Per Regent Policy Document 14-2 Applies to: All minors and adults; any location	Sexual harassment, sexual exploitation, and retaliation Sexual violence (Dating violence, domestic violence, and stalking) Sexual assault (rape, fondling, incest, and statutory rape)	Program Directors and Designated Individuals (program staff with custodial care of minors)	There are several options to report: <ul style="list-style-type: none"> • Director of Title IX and Compliance (Sarah Jackson; sjackson@uwlax.edu) • UWL Campus Police (Non-emergency: 608-789-9000; Emergency: 608-789-9999) • Local law enforcement (911)
	Sexual assault witnessed on campus or involving a UW student	All Program Staff	Complete a UWL Youth Incident Report Form .
Clery Crimes on Campus Applies to: All minors and adults within campus limits	Sexual violence (Dating violence, domestic violence, and stalking) Sexual assault (rape, fondling, incest, and statutory rape) Homicide, aggravating assault, robbery, burglary, and arson Hate crimes (simple assault, intimidation, property damage, and theft)	Program Directors and Designated Individuals (program staff with custodial care of minors)	Report to UWL Campus Police (Non-emergency: 608-789-9000; Emergency: 608-789-9999), local police, or a designated office on campus Complete a UWL Youth Incident Report Form .
Campus Reports			
General Incidents Each program may have additional reporting requirements as determined by the Program Director	Accidental injury during programming that may or may not require medical attention; does not include illness Suspicion of communicable disease Cybersecurity risk or violation such as: <ul style="list-style-type: none"> • Compromise of sensitive data • Loss or theft of device • Violation of UW data security policies Program level incidents, such as: <ul style="list-style-type: none"> • Peer conflicts • Behavioral issues • Violation of program rules • Incidents that do not fall under mandatory reporting obligations 	All Program Staff	Program Director will determine appropriate reporting location/procedure. Details should be included in the program's emergency plan. For communicable disease: Follow current campus requirements. For cybersecurity risks or violations: Report to UWL Eagle Help Desk: 608-785-8744 Complete a UWL Youth Incident Report Form .
Multiple Reports		An incident may fall under multiple categories. To meet reporting obligations, you may need to make more than one report.	

Volunteer Agreement

Definitions of Child Abuse and Neglect	Definitions of Sexual Harassment and Sexual Violence	Definitions of Cleary Crimes on campus
<p>More information at wisconsin.edu/compliance/child-safety/report-child-abuse/</p> <p>Physical Neglect: When a parent or caretaker fails, refuses, or is unable, for reasons other than poverty, to provide the necessary care, food, clothing, medical or dental care, or shelter, which seriously endangers the physical health of the child.</p> <p>Physical Abuse: Physical injury inflicted on a child by other than accidental means, including but not limited to: lacerations, fractured bones, burns, internal injuries, severe or frequent bruising or great bodily harm.</p> <p>Threatened Abuse or Neglect: Behaviors or conditions a child is exposed to that are dangerous to the child and likely to result in abuse or neglect.</p> <p>Emotional Abuse: "Emotional damage" for which the child's parent, guardian, or legal custodian has neglected, refused or been unable, or reasons other than poverty, to obtain the necessary treatment or take steps to ameliorate the symptoms.</p> <p>Sexual Abuse: Sexual touching of or intercourse with a child; recording or displaying of a child engaged in sexually explicit conduct; forcing a child to view or listen to sexual activity; exposing genitals or pubic area to a child or exposing a child's genitals or pubic area for purposes of sexual gratification; permitting or encouraging a child to engage in prostitution.</p>	<p>More information at wisconsin.edu/compliance/title-ix and UWL's Title IX website</p> <p>Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature that unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile, or offensive working or learning environment.</p> <p>Sexual Exploitation: Attempts or threats to take nonconsensual advantage of another individual, including but not limited to the use of photographs or videos, exposure of intimate body parts, induced incapacitation, or coercion.</p>	<p>More information at wisconsin.edu/compliance/cleary and UWL's Cleary Act website</p> <p>Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.</p> <p>Hate Crimes: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.</p>
Definitions that pertain to both sexual harassment and sexual violence AND Cleary Crimes on Campus		
	<p>Sexual Assault: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent (a minor age 15 or younger is not able to give consent)</p> <ul style="list-style-type: none"> • Rape: Sexual penetration or intercourse without consent (age 16 or older); sexual penetration or intercourse with a minor age 15 or younger. • Fondling: Sexual contact without consent (age 16 and older); sexual contact with a minor age 15 or younger. • Incest: Sexual intercourse between persons who are related to each other within the degrees where marriage is prohibited by law. • Statutory rape: Sexual penetration or intercourse with a person who is under the statutory ages of consent (in Wisconsin, this applies to age 17 or younger). <p>Domestic Violence: A crime of violence committed by an adult that the victim has lived with or currently lives with; an adult that the victim shares a child with; an adult that is responsible for the care of another adult; or any other person against an adult or youth victim who is protected under domestic or family violence laws.</p> <p>Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical violence or the threat of such violence.</p> <p>Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of another; or suffer substantial emotional distress. This conduct can include directly or indirectly following, monitoring, surveilling, observing, threatening, communicating to or about a person, or interfering with a person's property.</p>	
Required Trainings	All employees are required to complete training as outlined by their institution's Youth Protection Compliance policies.	