

## **GUIDELINES FOR MAINTAINING APPROPRIATE BOUNDARIES BETWEEN YUHS STUDENTS AND YUHS EMPLOYEES, VOLUNTEERS & EMPLOYEES OF CONTRACTED SERVICE PROVIDERS**

In addition to the prohibited behavior described in the YUHS Anti-Harassment Policy, YUHS employees, volunteers, and employees of contracted service providers:

- Should not engage in any type of behavior that might have the appearance of impropriety if observed by others.
- Should avoid being alone with a student. Employees of contracted service providers and volunteers who work at the high schools should not be alone with a high school student in a non-public space or inside a room with a closed door. Coaches and other athletic staff should likewise not be alone with a student, especially when engaging in otherwise permitted physical contact such as when teaching a skill. It is expected that YUHS teachers will meet with their students for educational purposes outside of classroom time and that some of those meetings will involve one-on-one meetings. Any such private meeting with a student should, whenever possible, occur with the door open. If the circumstances require the door to be closed because additional privacy is needed, the meeting should be in a room with a window in the door which should remain uncovered and the door to the room should remain unlocked.
- Should not discipline students in any physical manner.
- Should not lavish inappropriate attention on a particular student, including giving inappropriate gifts.
- Should not converse with students about their sexual lives except for an educational, health, or safety-related purpose, nor should they reveal details of their own sexual lives or romantic relationships to students.
- Should not reveal other inappropriate details about their personal lives to students.
- Should not inappropriately “hang out” with students outside of school or spend an inordinate amount of time “hanging out” with students even inside the school. Adults at

YUHS should always remember they are not the students “friends” and should therefore not be engaging in peer-like behavior with the students.

- Should not provide alcohol or drugs to a student, nor permit one to drink or use drugs in their presence, except when part of religious observance, or where medications have been prescribed.
- Should not have extended affectionate physical contact with a student. Any such contact should be limited to a supportive, congratulatory, or quick hug, arm squeeze, or pat on the back. Patting of the buttocks with a hand even in an athletic context is prohibited. Note: If a student engages in repeated and/or prolonged physical contact with a YUHS employee, volunteer, or an employee of a contracted service provider, the adult in question should clearly and firmly discourage such behavior, and if the student persists, the adult should involve a supervisor to assist him or her in handling the situation.
- Should not engage in physical horseplay, roughhousing, or other inappropriate games with a student.
- Should not direct a student to keep a secret from, or not share information with, his/her parents or other YUHS employees.
- Should not tutor a student in his or her home without the student’s parent or guardian present. In addition, YUHS employees should not tutor students in the employees’ homes unless another adult is present and the student’s parent/guardian has given permission.
- Should not allow students to ride in the employees’ personal cars without written (email will suffice) permission from a parent/guardian. In addition, YUHS employees, volunteers, and employees of contracted service providers should not ride in students’ cars. If a situation arises that requires deviation from this rule, the adult involved should get permission from his or her supervisor to so deviate.

- Should not be present at a student's home when a parent/guardian is not present, whether for a social gathering or otherwise. In addition, YUHS employees should not invite students to their homes for Shabbat, other holidays, or any other occasion without approval from the Head of School/Principal and YUHS should require written (email can suffice) parental consent if a student is going to go to a YUHS employee's home. Finally, a YUHS employee should never have only one student alone at his or her home, nor should they have students to their home at all unless there is another adult present.
- During overnight trips and sleepovers, should not be alone with a student in his/her room, should sleep in a separate room, should not invite a student to sleep in their room, and should not be inside a student's room when the student is changing or sleeping.
- Students may be awakened by loudly knocking on their doors or calling out to them but should not be awakened by making physical contact with them. This rule should also be applicable to awakening students at the YUHSB dorm.
- Should not appear unclothed or in their underwear in front of a student. Thus, on overnight trips and sleepovers, High School employees and volunteers should not walk around outside of their sleeping quarters unclothed or in their underwear. In addition, in athletic facilities, efforts should be made by employees to be as discrete as possible when showering and changing in locker rooms when students are present and at no time should an employee or volunteer shower in the same shower stall with a student.

Information that a boundary may have been crossed that comes to the attention of YUHS employees must be followed up upon whether that information comes to their attention as a result of a direct complaint made to them or is obtained in some other manner. Oftentimes, boundaries are crossed inadvertently and require nothing more than a reminder to the offender to maintain such a boundary in the future. Other times the crossing of a boundary is indicative of a more serious problem and indeed may indicate an inappropriate relationship. Thus, there is a need for YUHS employees to always follow-up upon hearing of the possible crossing of a boundary between a YUHS employee and a YUHS student. The employee should bring this information to the attention of the Head of School/Principal who will then be responsible for addressing it with the employee who was thought to have crossed the boundary. If the Head of School/Principal is the person

suspected of having crossed the boundary, then the report should be made to the YU Liaison to the High Schools and the Office of the General Counsel at YU.

These boundary guidelines are not applicable if the YUHS employee, volunteer, or employee of a contracted service provider is the parent, guardian, or sibling of the student in question.

Finally, it should be acknowledged that there may be exceptional circumstances in which it would not be inappropriate to cross one of the boundary lines set out above. For example, such a situation can be imagined arising in a rebbe-student relationship or a guidance counselor-student relationship. A student might be particularly troubled about something and ask to speak to his rebbe or his guidance counselor outside the school at some private location. Should any YUHS employee, rabbi, guidance counselor, or otherwise, ever feel that a situation has arisen that calls for or justifies deviation from the boundaries set out above, he or she must bring the situation to the attention of the Head of School/Principal and obtain permission from him or her before deviating from the boundary guidelines set out above. If the Head of School/Principal grants such permission, he or she must send an email to the YU Liaison to the High Schools and the Office of the General Counsel at YU detailing the facts and circumstances that led him or her to grant permission for the deviation.