



Dear Youth/ Children's Pastor,

Thank you for choosing Victory Camp for your group this year. In compliance with the State of Texas Health and Safety Code 265.12 (g), camps are now required to conduct CHILD PROTECTION training for all counselors. This training program provides counselors and other camp volunteers with valuable information to assist in protecting the children in their care.

You may have the materials presented at your facility by a member of your church staff..

Please follow these simple guidelines to assure that your counselors receive the correct information and documentation:

- This training course should be no less than 1 hour in length.
- A copy of each counselor's exam worksheet should be mailed to Victory Camp to document their participation in the training session.
- A grade of 70% is required to verify successful completion of the course. If you have anyone who does not successfully complete at least 70% of the exam, they may have an opportunity to retake the exam.
- Successful completion of the course is valid for two years from their examination date. Please keep a list of all of your counselors who have successfully completed the course.

We appreciate your participation in this program. As you know, the safety and well-being of the children entrusted to our care is a very important responsibility. We believe that these class materials will greatly benefit our counselors and staff.

If you have any questions regarding the Child Protection class, please contact Victory Camp at 281-388-2267.

Sincerely,

Rod Anderson  
Camp Director



# **Child Protection - Abuse Issues**

**A Training and Examination Program**

**INSTRUCTOR MATERIALS**

**FOR VICTORY CAMP  
SUMMER CAMP COUNSELORS**

**Texas Department of State Health Services  
Training Course Approval # YC06-0009**



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## TEXOMA

### INTRODUCTION

The American Camp Association is devoted to the well-being of children through safe positive camp experiences.

ACA is committed to continually discovering ever-improving ways to educate camp staff on best practices, safety, standards and risk management within the camp community in order to prevent future tragedies.

ACA is also committed to collaborative efforts that can reduce the abuse of children. As such, ACA professionals work with licensing boards, regulatory bodies and developers of camp standards to continue to seek ways to promote safety. ACA acknowledges that no set of regulations or laws can guarantee an accident-free environment; thus ACA strives to complement such programs with sound risk management training and ongoing program assessment and improvement.

The American Camp Association, Texoma is providing the enclosed curriculum that focuses on sexual abuse and child molestation for certain persons who work at youth camps in the State of Texas. This program is mandated by a recent amendment of the Health and Safety Code of the State of Texas. The Department had established certain criteria and guidelines for these training and examination programs, and must approve such programs in accordance with 25 TAC 265.12(g)

The curriculum is intended to be one part of a comprehensive program including but not limited to:

- Staff screening to include the use of application forms, reference checks, personal interviews, work histories and background checks.
- Staff training to include educating camp staff regarding child abuse prevention, behavior management techniques, procedures for round-the-clock supervision, safety regulations and emergency procedures.
- Staff and Camper Supervision that includes regular and frequent observation of all staff while on duty, training for supervisors and specific performance guidelines.

The attached curriculum has been approved by the Department, approval code #YC06-0009, and is offered to you as part of a training and examination program which you may undertake. It is being provided at no charge, as a service to ACA Texoma camps.

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*The camp operator is solely responsible for the actual presentation of this curriculum, its implementation, training, testing and documentation of staff participation or other aspects of your program. The ACA accepts no responsibility for the future conduct of the Camp trainees, or others to whom this curriculum may have been offered, regarding issues of sexual abuse and child molestation. The ACA cannot and does not make any representation regarding if or how trainees might learn and use the teachings of this curriculum, or conduct themselves in the future in this regard.*

**Child Protection—Abuse Issues**  
Training and Examination Program



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**TRAINERS:** This curriculum is divided into PARTS I-VI and the EXAMINATION. Each part identifies the recommended method the materials be presented. Trainers can elect to deliver by lecture format or combine with handouts. Lecture notes are included in each part and handouts are provided in the handout section.

Camps/ Trainers are welcome to copy handouts and insert into staff training manual or other printed materials as needed.

All parts should be emphasized to ensure successful completion of the EXAMINATION, a required component if camp is using this curriculum to comply with TX DSHS requirement.

### **Materials Needed**

#### Lecture Only

Flip Chart/ Easel/ Marker

#### Lecture & Handouts

Flip Chart/ Easel / Marker

1 handout packet per participant

## **PART 1—WHY WE COVER ABUSE ISSUES IN CAMP STAFF TRAINING**

(2 minutes)

*Delivery: lecture READ ALOUD TO PARTICIPANTS*

There are THREE main reasons we cover material on abuse.

1. We know that people who wish to do children harm are attracted to places that serve youth. You need to know that VICTORY CAMP will believe and follow through on any accusations made against staff—paid or volunteer and other campers.
  2. To give you a better understanding of abuse and to teach you skills to report in accordance with VICTORY CAMP procedure should you suspect or have a child disclose that they are being abused.
- AND,
3. To tell you that if you came to have an opportunity to do harm to children you have come to the wrong place.



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### **PART II—TYPES OF ABUSE**

(15-20 minutes)

DELIVERY: Group activity, lecture and/ or handout “Types of Abuse” packet pages 2-5

- Ask participants to identify and briefly discuss the four types of abuse. List them on a flip chart as identified by the group. (5 minutes)

Then, review each type in detail.

- Lecture Format— review and discuss information provided in Handout packet pages 2-5 (15 minutes)
- Handout Format—allow participants to read silently, Handout packet pages 2-5 (10 minutes)

### **PART III—SIGNS AND SYMPTOMS OF ABUSE**

(5 minutes)

DELIVERY: lecture and/ or handouts (“Signs and Symptoms of Abuse” packet page 6)

- Lecture Format—review and discuss information provided in handout page 6
- Handout Format—allow participants to read silently, Handout Packet page 6.

### **PART IV—INDICATORS OF ABUSERS & CAUSES OF ABUSE**

(10 minutes)

DELIVERY: lecture or handout (“What are the behavioral indicators of men and women who have molested children” page 7 and “Methods of operation of child molesters” page 8).

- Lecture Format: review and discuss information provided in Handout packet pages 7, 8.
- Handout Format: allow participants to read silently, Handout packet pages 7 and 8.

### **PART V—REPORTING**

(15 minutes)

DELIVERY: lecture or if available handout CAMP’S REPORTING POLICY).

Lecture Notes: Who do you report to?

You are obligated by law to report if you suspect that a child has been or is being abused. At VICTORY CAMP, ROD ANDERSON or MARGIE KINCHEN should be informed immediately if you come to suspect or know a child is being abused.

Trainer note: Each camp should have a system of reporting in place that includes comprehensive reporting guidelines including but not limited to \*personal responsibility for filing report with appropriate authorities, incident documentation, and confidentiality policy.

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### LECTURE NOTES: What must be reported?

- Abuse, neglect and/ or abandonment
- Deliberate physical injury of a child
- Sexual molestation
- Causing or allowing a child great bodily harm, death, unjustifiable physical pain or mental suffering or danger to health
- Exploitation, child pornography, and child prostitution

### LECTURE NOTES: What do you need to know about reporting?

You may never hear what the outcome is but you have to accept that in some way you will have helped the child. It make take additional reports from other adults around this child or this may be the report that will result in action. You may just not know.

Aside from suspecting abuse you may come to know a child is being abused because they tell you. Due to the nature of our work, we are often the first to discover or suspect abuse. During their time at camp a child may come to trust you and feel you are a safe person to tell. If a child starts with something like, “ I need to tell you something but you can’t tell anyone” or “I want to talk to you but promise you won’t tell anyone.”

Girls are 10 times as likely as boys to disclose. One reason is that girls are more likely abused inside the family. Boys are sexually abused outside the family eleven times more frequently than girls which puts a boy more at risk in places like camp.

DO NOT agree to keep a secret. Say something like, “I can’t promise I won’t tell anyone—but I care about you and am very interested to know what you want to tell me.” Or “What we talk about will be just between you and me unless I think you are going to hurt yourself or someone else, or if someone else is hurting you.”

### LECTURE NOTE: What to do is the child discloses:

1. Be calm
2. Assure privacy but not confidentiality
  - You did the right thing by telling me
  - This is not your fault
  - We need to tell someone else who knows more about this
3. Believe the child
4. Gather facts without interrogating
  - Get help when you have a questions—contact authorities
  - Determine if they have told anyone else
5. Be careful what you say or promise
  - Do NOT tell them it will be ok
  - Do Not tell them that you can fix this



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### REPORTING

(2 minutes)

DELIVERY: lecture and/ or write on a flip chart

Trainer note: Each camp should have a system of reporting in place that includes comprehensive reporting guidelines including but not limited to person responsible for filing reports with the appropriate authorities, incident documentation, and confidentiality policy. It is appropriate to make this information available to empower staff to report cases involving abuse.

*REFERENCE: Section 261.103 Texas Family Code, requires a person to make a report of abuse to one of four agencies, depending on the circumstances in which the abuse occurred. Reports are to be made to any state or local law enforcement agency; the Texas Department of Protective and Regulatory Services of the alleged or suspected abuse involves a person responsible for the care, custody or welfare of the child; the state agency that operates licenses, certifies or registers the facility in which the alleged abuse or neglect occurred; or the agency designated by the court to be responsible for the protection of children. A report may be made to the Texas Youth Commission instead of the above-mentioned agencies if the report is based on information provided by a child while under the supervision of the commission concerning the child's alleged abuse of another child.*

LECTURE NOTES: Who does the camp report to?

ROD ANDERSON or MARGIE KINCHEN will make the report to the following agency(ies).

### IN TEXAS:

**For allegation of abuse at camp, the camp designee must call:**

**Policy, Standards and Quality Assurance Unit  
512-834-6773**

**For allegations of abuse outside of camp, the camp/ designees must call:  
Texas Department of Protective and Regulatory Services  
1-800-252-5400, 24 hours a day, 7 days a week**

Information you should be prepared to provide:

- Nature of the situation
- Child Name
- Child Address
- Home Phone
- Parents names and addresses and phone numbers
- Any other siblings in the home



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### **PART VI—HOW TO PROTECT YOURSELF AGAINST ALLEGATION.**

(10minutes)

DELIVERY: lecture

Lecture Notes: How to protect yourself against allegation

#### **GOOD TOUCH vs. BAD TOUCH**

- Do not touch a child where his or her bathing suit would be
- If a child recoils at a simple touch, boundaries need to be respected
- Limiting “clingers” for the sake of development of independence and minimize confusion

#### **PERSONAL SPACE**

- Do not (if at all avoidable) go off with a child alone. Ensure that there are other staff and campers in plain view.
- Give kids privacy when they are changing clothes / showering
- Sharing beds - NEVER happens

#### **AVOID SITUATIONS WHERE YOU ARE ONE ON ONE WITH A CHILD**

If a situation occurs that you can not avoid being alone with a child (ie: forgotten bathing suit, first aid, ect) Examine other possibilities:

- Can the whole group go?
- Can you send a buddy pair and keep them in plain view?
- Can you go with the child and remain within view or hearing range of other adults?

If all other possibilities have been exhausted, report to an adult in the following recommended fashion. “It is necessary for me to go back to the pool area with Timmy—it is now 10:07” Then immediately upon return, report to the same adult, “we have returned—it is now 10:11.” This way you can ensure another adult knew where you were and for how long.

#### **OTHER THOUGHTS**

Children have a tendency to be impulsive and become over stimulated. Over stimulation can occur physically, wrestling, tickling or in other way, suggestive stories or hearing about the private lives or romantic involvements. Romantic lives of staff can, under no circumstances, be shared with campers.

Make staff need to be aware that adolescent females have a tendency to develop hidden or secret romantic fantasies.

### **PART VII—HOW TO PROTECT AGAINST CAMPER-TO-CAMPER ABUSE**

(10 minutes)

DELIVERY: lecture or handout (Protect Against Peer Pressure page 9)

Then, review each type in detail.

- Ask participants to identify examples of bullying. Lead discussion on techniques to prevent and/or address some examples provided by group. (2 minutes)
- Ask participants to identify examples of hazing, Lead discussion on techniques to prevent and/or address some example provided by group. (2 minutes)

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NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TEXOMA

SCORE: \_\_\_\_\_

EXAMINER: \_\_\_\_\_

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**MULTIPLE CHOICE**

1.  B  When a child tells you they are being abused you:  
A. Interrogate the child  
B. Believe the child  
C. Promise the child everything will be ok
  
2.  C  When you suspect a child is being abused:  
A. Ignore it and not get involved  
B. Tell the other counselors  
C. Report to the director immediately
  
3.  C  Which is NOT a form of sexual abuse?  
A. Exposing children to pornographic movies or magazines  
B. Fondling, touching, or kissing a child's "private parts"  
C. Touching a child anywhere a bathing suit would not cover.
  
4.  A  When should you or any other adult staff member be alone with a camper?  
A. Never  
B. In the cabin  
C. On a hike.
  
5.  A  Inappropriate knowledge of sexual acts is a sign of:  
A. Sexual abuse  
B. Neglect  
C. Both
  
6.  A  Unexplained burns are a sign of:  
A. Physical abuse  
B. Neglect  
C. Both
  
7.  A  Extreme hunger is a sign of:  
A. Neglect  
B. Sexual abuse  
C. Both
  
8.  B  A person that shows vulnerability which makes them an easy target.  
A. Counselor  
B. Victim  
C. Bully
  
9.  C  Which is considered a mode of operation of a child molester?  
A. Isolation  
B. Grooming  
C. Both

**EXAMINATION** To meet the minimum criteria you must score 70% or better.