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FOR HEALTHY LIVING
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LOCAL YMCA BOARD RESOLUTION AND INSTRUCTIONS Child Protection and Aquatic Safety Membership Qualification YMCA of the USA

OVERVIEW AND SUBMISSION INSTRUCTIONS

To meet the requirements of the Child Protection and Aquatic Safety Membership Qualification, every YMCA member association must submit annually to YMCA of the USA (Y-USA) the approved board resolution affirming compliance with the eight (8) child abuse prevention and aquatic safety practices as specified by the National Board.

The resolution should be printed and the needed information (YMCA name, association number, date of board approval, and all dated signatures) added to the document in writing. Live signatures are required, and the provided resolution language may **not** be altered. After receiving board approval, the resolution must be signed by the board chair, a second board member and the CEO.

The completed resolution should be scanned, saved as a PDF, and emailed to Y-USA at cms.info@ymca.net. The resolution is due by Jan. 31 for the prior certification year as part of the non-financial reporting period of Annual Reporting.

Below are details related to the eight safety practices required by the membership qualification:

- 1) A **child abuse prevention self-assessment**, administered by a Y-USA-approved vendor, must be completed every two years. All YMCA associations have been assigned to an even (2018 and beyond) or odd (2019 and beyond) assessment year. At this time the only Y-USA-approved self-assessment vendor is Praesidium, Inc. For support, email capinfo@praesidiuminc.com. **By approving the resolution, the board confirms that the association has completed the self-assessment for the assigned year.**
- 2) Have a board-approved policy for **criminal background checks** for staff and volunteers that is in compliance with applicable laws. The board decides the scope of the policy, who specifically is subject to the checks and how frequently the checks are done. (See guidance from the [Centers for Disease Control and Prevention \(CDC\)](#) and [Praesidium](#).) **By approving the resolution, the board confirms that a criminal background check policy is in place and being followed.**
- 3) Provide and require **training for staff and volunteers** on preventing and responding to child abuse. The YMCA board and CEO decide the level and frequency of training. (See opportunities from [Redwoods](#) and [Praesidium](#).) **By approving the resolution, the board confirms the training is being implemented.**
- 4) Require staff and volunteers to **report child abuse** according to applicable laws. ([See Child Welfare Information Gateway](#).) **By approving the resolution, the board confirms that YMCA staff and volunteers are prepared to report child abuse in accordance with any applicable laws.**

- 5) Have a board-approved policy that requires **screening all members** against a national sex offender registry (such as <https://www.nsopw.gov/>). ([See Y best practices.](#)) This must be done in accordance with any applicable laws. **By approving the resolution, the board confirms that a member screening policy is in place and followed.**
- 6) Have a written protocol that complies with applicable laws on how to respond when a member is identified as a registered sex offender. **By approving the resolution, the board confirms that a written protocol is in place and followed.**
- 7) Comply with all applicable state and local **aquatic safety codes and regulations** regarding aquatic activities and facilities. If such regulatory codes do not exist, comply with the [CDC's Model Aquatic Health Code](#). This practice pertains to use of all bodies of water: open water, pools that are managed, rented, leased, borrowed, used occasionally or regularly. **By approving the resolution, the board confirms compliance with such codes and regulations.** If it is confirmed that the association does not now and has no plans to use such aquatic facilities, you may write "not applicable" for this practice on the resolution.
- 8) Have a **written safety plan** as outlined in [Y-USA's Aquatic Safety Guidelines for Ys](#), and **assure lifeguards are certified, trained, tested and deployed.** This practice pertains to use of all bodies of water: open water, pools that are managed, rented, leased, borrowed, used occasionally or regularly. **By approving the resolution, the board confirms that the association has a safety plan and lifeguards are certified, trained, tested and deployed.** If it is confirmed that the association does not now and has no plans to use such aquatic facilities, you may write "not applicable" for this practice on the resolution.

Additional Resources

- View the [Frequently Asked Questions](#) and other related resources [on Exchange](#).
- Contact Y-USA Resource Specialists with questions:
 - o [Anne Calvo](#), Senior Director, Child Abuse Prevention, 562-447-6673
 - o [Mike Espino](#), Aquatic Safety Specialist, 312-781-2209

YMCA CHILD PROTECTION AND AQUATIC SAFETY BOARD RESOLUTION
For Certification Year 2018

BE IT RESOLVED, that the Board of Directors of the (YMCA) _____
Association # _____ does hereby certify that our association complies with the following practices:

- Our association completes a comprehensive child abuse prevention self-assessment, administered by a YMCA of the USA-approved vendor, at least every two (2) years.
- Our association has a policy requiring criminal background checks on staff and volunteers. We conduct background checks in compliance with applicable laws.
- Our association provides and requires training for staff and volunteers on preventing and responding to child abuse.
- Our association requires staff and volunteers to report child abuse in compliance with applicable laws.
- Our association has a policy requiring screening of members against a national sex offender registry. We screen in compliance with applicable laws.
- Our association follows a written protocol on how to respond when a member is identified as a registered sex offender. Our protocol complies with applicable laws.
- Our association complies with all applicable aquatic and safety codes and regulations established by state and local authorities. If local or state regulatory codes do not exist, our association complies with the standards found in the Centers for Disease Control and Prevention's Model Aquatic Health Code.
- Our association has a written aquatic safety plan as outlined in YMCA of the USA's Aquatic Safety Guidelines for Ys, and our lifeguards are certified, trained, tested and deployed.

This Resolution was adopted by the Board of Directors at a duly constituted meeting held on _____, 2018, at which the resolution was approved.

_____ Signature of Board Chair	_____ Signature of Board Secretary (or other designated Board officer)
_____ Printed Name of Board Chair	_____ Printed Name of Board Secretary (or other designated Board officer)
_____ Date	_____ Date
_____ Signature of Chief Executive Officer	
_____ Printed Name of Chief Executive Officer	
_____ Date	

Properly executed Resolution is due to YMCA of the USA no later than January 31, 2019.
Send in PDF format to: cms.info@ymca.net