



## BOY SCOUTS OF AMERICA® CHESTER COUNTY COUNCIL

### Horseshoe Scout Reservation

#### Chester County Council, BSA Reporting and Definitions

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The Chester County Council, Boy Scouts of America (“BSA”) is committed to providing safe and abuse free environments for all participants involved in Scouting programs.

Chester County Council and the Horseshoe Scout Reservation follow all BSA Youth Protection Training requirements and reporting procedures.

The following is a supplement to clarify expectations and response(s) to issues in addition to those addressed by BSA Youth Protection Policy.

Any suspected or reported sexual or physical abuse of a minor will **always** be reported to the appropriate law enforcement agency.

This policy addresses situations, such as appropriate boundaries between adults and minors, and minor to minor misconduct that may not be indicative of abuse but may still be problematic, unsafe and unacceptable.

In furtherance of the goal of creating a safe environment, the Chester County Council, BSA has adopted the following policies, divided into five sections:

1. Reporting Procedures and Forms (page 2)
2. Definitions (page 3)
3. Progressive Discipline Options (page 4)

If any situations arise that are not covered by these policies or you are not comfortable reporting via the procedures on page 2, please report to Jake Segal, Director of Support Services, 610-696-2900 x129 or [jake.segal@scouting.org](mailto:jake.segal@scouting.org)

All Scouts are entitled to a safe and welcoming environment while participating in Scouting.


*Approved by Chester County Council Executive Committee  
Friday, June 17, 2022.*



## Procedure for Reporting

<b>For Camp Staff</b>	<b>For Troop/Pack Members &amp; Leaders</b>
<ol style="list-style-type: none"> <li>1. Tell your staff leader (department supervisor).</li> <li>2. With your staff leader, complete the incident report form. (link below)               <ol style="list-style-type: none"> <li>a. If your staff leader is involved, the report should be completed with Melissa Pendill, Compliance Officer.</li> </ol> </li> <li>3. The incident will be sent to the Compliance Officer, Melissa Pendill for review and investigation.</li> <li>4. The incident will then be investigated, and appropriate action taken.</li> <li>5. The reporting party will be notified of the outcome, if permitted by law.</li> </ol>	<ol style="list-style-type: none"> <li>1. Incident must be reported to unit leadership.               <ol style="list-style-type: none"> <li>a. If unit leader is involved, report to camp leadership.</li> </ol> </li> <li>2. Unit Leadership must report to Camp Director.</li> <li>3. With the Camp Director, complete the incident reporting form. (link below)</li> <li>4. The incident will then be investigated, and appropriate action taken.</li> <li>5. The reporting party will be notified of the outcome if permitted by law.</li> </ol>

## Reporting

<b>Youth Protection/Membership Infraction Information Reporting Tool</b>	<b>Incident Information Reporting Tool</b>
<p>Use this link to report all allegations of abuse, violations of BSA guidelines or policies, inappropriate behavior by a Scout/Scout leader/parent/other.</p>	<p>Use this link to report all injuries, illnesses, and incidents during Scouting activities or on council-owned properties that require the intervention of a medical provider beyond basic Scout-rendered first aid.</p>
	



### **Definitions:**

- **Minor/Scout** is defined as any child under the age of 18 in a BSA program or using Chester County BSA Scouting areas.
- **Adult** is defined as any staff, volunteer, Scout leader, parent, troop leader or volunteer, **age 18 and over.**
- **Bullying** is defined as causing another person to feel less safe, fearful, or as though they cannot participate in the BSA program, either because of physical, verbal, psychological, or electronic communication behavior.
- **Consent:** minors, as defined above, cannot give consent.
- **Hazing** is defined as any activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers them, regardless of a person's willingness to participate.
- **Physical Abuse** is defined as an any non-accidental physical force or injury that is inflicted on a person and has a substantial risk of causing or does cause bodily injury or emotional harm. This includes any threat or actual use of a weapon against another.
  - Weapons may include but are not limited to knives, guns, wire, rope, rocks, and any object used to threaten someone(s).
- **Harassment** is defined as unwelcome or unwanted conduct that is used to create an intimidating, hostile, or abusive environment. Harassment can be verbal, physical and/or electronic.
- **Sexual Harassment** is defined as unwanted or unwelcome behavior of a sexual nature, or which is directed at someone because of their sex, gender, identity, or the status of being transgender which can include both verbal and nonverbal occurrences that take place in person or through electronic communication.
- **Sexual Abuse** is defined as sexual contact, conduct or behavior that occurs without the consent of the victim. Minors cannot consent to any sexual interactions, therefore any sexual conduct or contact between an adult and minor is sexual abuse.
  - Sexual abuse may include a range of behaviors including groping or unwanted touching, kissing, coercing, or forcing someone to perform sex acts, exposure to sexual material or acts among other actions.
  - Any sexual contact or conduct from an adult to a minor is considered sexual abuse.
  - Minor to Minor coerced or forced sexual activity, including but not limited to any sexual conduct or contact that involves threats, coercion, pressure, or a power imbalance is a form of sexual abuse.

The Chester County Council, BSA reserves the right to take appropriate disciplinary action, up to and including exclusion from any program and/or campsite, if any person engages in abuse, sexual harassment, harassment, hazing or bullying of any other person.



## **Progressive Discipline Options**

For the safety of all participants, Chester County Council reserves the right to discipline involved parties at the discretion of the camp leadership. Based on the investigation, these are possible outcomes.

<b>Examples of Situations</b>	<b>Camp Staff</b>	<b>Participant</b>
<b>Alcohol Use</b>	Minor: 1. termination, parent notification  Adult: 1. termination	Minor: 1. expulsion from property  Adult: 1. expulsion from property, notification of Scout Executive
<b>Bullying</b>  <i>Progressive discipline based on situation/investigation.</i>	Minor: 1. Notify parent 2. Termination  Adult: 1. Termination 2. Notify law enforcement	Minor: 1. Suspension from camp activities, parent notification 2. Expulsion from property  Adult: 1. Expulsion from property 2. Notify law enforcement
<b>Hazing</b>  <i>Progressive discipline based on situation/investigation.</i>	Minor: 1. Notify parent 2. Termination  Adult: 1. Termination 2. Notify law enforcement	Minor: 1. Suspension from camp activities, parent notification 2. Expulsion from property  Adult: 1. Expulsion from property 2. Notify law enforcement
<b>Illegal Drug Use or Distribution</b> (drugs as defined in Federal Law)	Minor: 1. termination, parent notification, notify law enforcement  Adult: 1. termination, notify law enforcement	Minor: 1. expulsion from property, parent notification, notify law enforcement  Adult: 2. expulsion from property, notify law enforcement
<b>Fighting</b>  <i>Progressive discipline based on situation/investigation.</i>	Minor: 1. Camp Service Assignment 2. Suspension w/o pay 3. Termination  Adult: 1. Camp Service Assignment 2. Suspension w/o pay 3. Termination	Minor: 1. Suspension from camp activities, parent notification 2. Expulsion from property  Adult: 1. Expulsion from property 2. Notify law enforcement



## BOY SCOUTS OF AMERICA®

### CHESTER COUNTY COUNCIL

<b>Stealing/Theft</b>  <i>Progressive discipline based on situation/investigation.</i>	Minor: 1. Restitution 2. Camp Service Assignment 3. Suspension w/o pay 4. Termination  Adult: 1. Restitution 2. Camp Service Assignment 3. Suspension w/o pay 4. Termination	Minor: 1. Restitution 2. Suspension from camp activities, parent notification 3. Expulsion from property  Adult: 1. Restitution 2. Expulsion from property 3. Notify law enforcement
<b>Vandalism</b>  <i>Progressive discipline based on situation/investigation.</i>	Minor: 1. Restitution 2. Camp Community Service 3. Suspension w/o pay 4. Termination  Adult: 1. Restitution 2. Camp Community Service 3. Suspension w/o pay 4. Termination	Minor: 1. Restitution 2. Suspension from camp activities, parent notification 3. Expulsion from property  Adult: 1. Restitution 2. Expulsion from property 3. Notify law enforcement

### Contact Information

ChildLine: 1800-932-0313

*State Reporting*

Scouts First Helpline: 844-726-8871

*BSA Reporting*

### Chester County Council Contacts

- Melissa Pendill, Summer Camp Compliance Officer: 610-696-2900 x123
- Jake Segal, Director of Supp. Svc.: 610-696-2900 x129
- Jeffrey Spencer, Scout Executive/CEO: 610-696-2900 x111