Positive Guidance and Appropriate Touch (A-GUIDE)

To satisfy the training requirements for A-GUIDE on your Individual Development Plan (IDP), the following documents need to be reviewed and signed:

a. **Positive Guidance and Appropriate Touch Presentation Slides**

   Credit:
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   Family Advocacy Program (FAP)

b. **Statement of Understanding and Acknowledgement: Appropriate Guidance, Discipline, and Touch Policy** (**Signature required**)

Positive Guidance and Appropriate Touch

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Instructor Introduction

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“Damned if you do, and damned if you don’t” may well characterize the feeling of teachers and other adults with regard to the issue of touching children.

Touch is powerful communication. Appropriate touch can enrich human interaction; but just as easily, inappropriate touch can destroy it.

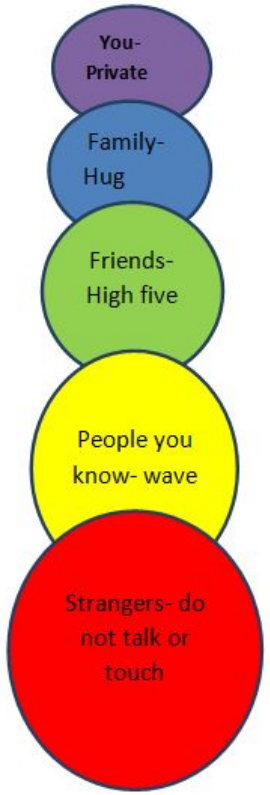
Appropriate Touch

✓ **There are sensible ways for adults to show warmth to children while still protecting their own integrity:**

- Acceptable areas
- Need to examine child
- Gentle hugs
- Be cautious with conversations – children can take you literally
- Respect the integrity of the child
- Ensure that everyone is and feels safe

Settings…

- ✓**Talk with children, not to them**
- ✓**Show respect**
- ✓**Safe areas to touch**
  - Good - The back, the head and the shoulders
  - Bad - buttocks, the breasts, thighs and groin are not acceptable.



Considerations

When children are physically hurt –

- comforting arm around shoulder
- touch on their hand

However, keep in mind factors -

- age of the child
- trust
- culture & family background.

Settings

- ✓ Keep rules simple and easy to understand.
- ✓ Help each other.
- ✓ Take care of toys.
- ✓ Say please and thank you.
- ✓ Be kind to each other.

Settings…

Say What You Mean

- ✓Slow down and walk
- ✓Come hold my hand
- ✓Keep your feet on the floor
- ✓Use a quiet inside voice

What Not to Say

- ✓Stop running
- ✓Don’t touch anything
- ✓Don’t climb on the table
- ✓Stop shouting

Settings…

- ✓ Talk with children
- ✓ Set a good example to the children
- ✓ Encourage children to set good exa
- ✓ Give clear, simple choices
- ✓ Show respect
- ✓ Be a good coach
- ✓ Teach social skills
- ✓ Correcting their mistakes

Protective Behaviors

- Not being alone with the child
- Gender
- Avoid accusations
- Having visual contact with other care givers
- Maintain confidentiality of conversation

Remember 2 Important items

1

Any touch when used in a sexual context is inappropriate!

2

Teach kids how to use appropriate anatomical terminology

REFERENCES

- ✓ https://scoutdocs.ca/Documents/Care_of_Children.php
- ✓ Touching,A risky business.Retrieved 15 December 2017 from webb.nmu.edu/Webb/ArchivedHTML/UPCED/mentoring/docs/Touching.pdf
- ✓ Inappropriate Touching Defined. Retrieved 15 January 2018 from http://www.bellaonline.com/articles/art44913.asp
- ✓ Arizona Child Abuse Information Center

http://childhelpinfocenter.org/index.php?option=com_content&task=view&id=135&Itemid=164

- ✓ Arizona Department of Child Safety (DCS)

https://www.azdes.gov/dcyf/cps/reporting.asp

- Child Welfare Information Gateway

http://www.childwelfare.gov

- Pierce MC, Kaczor K, Aldridge S, O'Flynn J, Lorenz DJ. Bruising characteristics discriminating physical child abuse from accidental trauma. Pediatrics. 2010;125(1):67-74. Epub Dec. 7, 2009. Erratum in Pediatrics. 2010;125(4):861.
- National Alliance For Youth Sports (NAYS), Protecting Against Child Abuse Training, www.nays.org

Fort Huachuca

Statement of Understanding and Acknowledgement
Appropriate Guidance, Discipline, and Touch Policy

1. CYS personnel will help children/youth learn to develop self-control, express their feelings in acceptable ways, and learn to resolve their own conflicts in age-appropriate and developmentally appropriate ways.

2. CYS personnel will role model appropriate behavior, conflict resolution skills, and positive language. Staff will demonstrate realistic, age-appropriate expectations for child/youth behavior. "I" messages should be used with children/youth rather than "no" and "don't" messages (e.g., "Walking feet" instead of "Don't run").

3. CYS personnel will assist older youth with developing rules of conduct, determining appropriate consequences for inappropriate behavior, and using conflict resolution skills.

4. Corporal punishment is NOT an acceptable form of discipline in accordance with AR 608-10. The CYS staff, FCC Providers, contract employees, and volunteers will use appropriate discipline/guidance methods to teach children/youth acceptable social behavior.

5. Appropriate discipline will only be administered by CYS staff members or FCC Certified Providers, not by contract employees or volunteers.

6. CYS staff members and FCC Providers will discipline children/youth in a consistent way, based on an understanding of individual needs and their behaviors at various developmental levels. Simple, understandable rules will be established so that expectations and limitations are clearly defined. Discipline will be constructive in nature, including the following methods:

a. Diversion.

b. Separation of the child/youth from the situation by redirection.

c. Praise for appropriate behaviors.

d. Gentle physical restraint (e.g., holding) when the safety of a child or another person is a concern.

7. A child may not be punished for lapses in toilet training or refusing food.

8. A child/youth may NOT be punished by any of the following:

a. Spanking, pinching, shaking, or other corporal punishment.

b. Isolation for long periods.

c. Confinement in closets, boxes, or similar places.

d. Binding to restrain movement of mouth or limb.

e. Humiliation or verbal abuse.

f. Deprivation of meals, snacks, outdoor play opportunities, or other Program components.

9. Boundaries for appropriate and inappropriate touching are established to ensure that both paid and unpaid staff members/volunteers/FCC Providers have a clear understanding of what is and is not acceptable. Appropriate touching involves the following:

a. Recognition of the importance of physical contact in nurturing and guiding behavior.

b. Adult respect for personal privacy.

c. Adult respect for children's and youth's personal space.

d. Responses affecting the safety and well-being of the child/youth (e.g., holding a child's hand when crossing the street).

e. CYS staff members, FCC Providers, contract employees, and volunteers model appropriate touching.

10. Examples of appropriate touching include the following:

a. Hugs.

b. Reassuring touches on the shoulder, "high fives", and shaking hands for children/youth over the age of six.

c. Touches expressly appropriate to instruction, such as instances where hands-on guidance is needed (e.g., swimming instruction, where one might require a steadying hand on the back; voice instruction, where one might require a hand placed about the diaphragm; or gymnastics instruction, where one might require steadying hands on the trunk of the body).

d. Touching may also be necessary to ensure the safety of children/youth and may include gentle restraint of a child/youth during a temper tantrum.

e. Diapering and assisting a child in proper toileting procedures require that staff members touch a child's genital area.

f. If a child's genital area needs to be checked for reasons other than diapering and/or toileting (i.e., injury or child's complaint), another staff member or adult personnel will be present as a witness. The incident must be documented, signed by the staff member/adult witness, and discussed with parents by the Program Manager.

g. Hugging, appropriate hand holding, rocking of infants, or assisting in physical activities relating to instruction will occur in normal interactions between staff and children/youth. However, children's/youths' preferences for these types of contacts will always be considered.

h. Whenever possible, staff members will ask the child before handling (e.g., "Could you use a hug?"). Tell children what you have to do before handling (e.g., "I'm going to change your diaper now," or "I'm going to help you get dressed").

11. Inappropriate touching involves the following:

a. Coercion or other forms of exploitation of children and youth.

b. Satisfaction of adult needs at the expense of the children/youth.

c. Attempts to change child's/youth's behavior with physical force when used in anger.

d. Physical contact that is in violation of the law and/or cultural norms.

12. Examples of inappropriate touching include the following:

a. Corporal punishment.

b. Forced good-bye kisses.

c. Slapping, striking, pinching, prolonged tickling, fondling, molestation, or any physical contact, within reason, that the child or youth describes as making him/her feel uncomfortable.

13. Inappropriate touching will be investigated and may be grounds for immediate closure of the FCC Home or removal of the CYS staff member, contract employee, or volunteer.

My signature acknowledges that I have read, understood, and will comply with the information provided above.

Employee's Signature	Date