

**SAFETY PLAN / ROLES & RESPONSIBILITIES
FOR PROGRAMS INVOLVING MINORS**

**Programs: 2022-23 ITHACA COLLEGE AUDITION DAY SEASON:
DECEMBER 10, 2022; JANUARY 28, 2023; FEBRUARY 18, 2023**

EXPECTATIONS FOR PARENTS:

Parent/Guardians are invited, but not required, to attend and observe throughout the event's duration. There will be instances where parents will be asked to stay outside, such as during an audition, interview, or hearing.

Parents are advised that they may download the Rave Guardian App, if they wish to receive emergency campus notifications while the Minor is present the College campus: <https://www.ithaca.edu/ic-alert/rave-guardian-app>

COVID-19 Matters: If your Minor is experiencing any symptoms on the day of the event, please do not allow them to participate.

PROGRAM PERSONNEL:

IC Program Staff Roles:

Program Director: Bradley Whittemore

- Supervises all personnel interacting with the participating minors
- Every safety/security/injury/abuse incident must be reported to Program Director
- Directly supervises participating minors

Additional Instructors: Ithaca College Music Faculty

- Supports Program Director's oversight responsibilities

IC Student Participants

- Directly supervise participating minors

IC Non-Program Staff Roles:

Medical Personnel:

- Emergencies: **OPS**, in rare cases **Hammond Health Center**

Public Safety Office: **On call at (607) 274-3333**

- At all times, Program personnel must adhere to any health- or safety-related instructions provided by the Office of Public Safety.

SUPERVISION OF MINORS

- Program Director, Additional Instructors, and the IC Student Participants are all 'authorized adults' who are responsible for supervision of participating Minors
- Each authorized adult is responsible at all times for reporting suspected abuse or neglect involving any Minor participant, to the Program Director and to the Office of Public Safety
- Supervision standard is such that a Minor participant is protected from any unreasonable risk to their health or safety, including physical or sexual abuse or any public health hazard.
- Only Program Directors are responsible for maintaining disciplinary authority over participating Minors.
- At no time will any Program personnel (Program Director or any other employee, student-athlete, or representative) ever touch or physically restrain a participating Minor for disciplinary purposes.

PRIOR HEALTH CLEARANCE

Participants and their parents/legal guardians represented to the College that no medical condition restricts participation in this Program.

No other medical information has been provided and Program personnel must not administer any medications to minor participants by IC Program staff. See "Emergencies" below for all other health-related matters.

TRANSPORTATION

Participants and their families are independently responsible for the Participants' transportation to and from the Program. Participants are released from the Program at the conclusion of their respective audition day schedule (ie. Their final audition day requirement, or an audition day event), at which point supervision ends.

No transportation is to be provided to Participants by Program personnel.

EMERGENCIES

See the Ithaca College [Emergency Preparedness Guide \(PDF\)](#). Campus-wide emergencies may be broadcast via Rave Guardian app: <https://ithaca.teamdynamix.com/TDClient/34/Portal/KB/ArticleDet?ID=1016> .

- In an emergency, call Tompkins County 9-1-1 Center at **9-1-1** or the IC Office of Public Safety at **607-274-3333**
- Emergency transportation may be coordinated by the Office of Public Safety and emergency response professionals.
- Emergency response professionals may provide medical assistance.

EMERGENCY CONTACT INFORMATION

Emergency contact information for each registered student is available from the Program Director, Office of Risk Management, and the Office of Public Safety

REPORTING OF INJURY OR SUSPECTED ABUSE OR NEGLECT

Mandatory reporting responsibilities are stated in the Protection of Minors Policy and required training, including, at a minimum, reporting all injuries or suspected abuse or neglect to the Program Directors.