

Legal Requirements

As a summer conference program, it is your responsibility to stay apprised of, and to abide by, all current state and federal laws, as well as applicable University policies (e.g., smoke-free environment). While compliance with all laws is important, the University would like to draw your attention to four laws that address safety related issues for participants in summer conference programs as follows:

Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This 1998 law requires all college campuses to report statistical crime data. To comply with this federal law, the Stanford Department of Public Safety annually publishes and distributes information concerning campus crime statistics for nine specific crimes and, in addition, for alcohol, illegal drugs, and weapons violations. Summer conference programs are required to report these offenses to the Executive Director of Stanford Conferences for inclusion in the institution's annual security report. Please review the copy of the Statistical Crime Report form on the following website: <http://www.stanford.edu/group/SUDPS/safety-report/Stanford.pdf>

California Child Abuse and Neglect Reporting Act (CANRA)

This law, originally enacted in 1963, was updated effective January 1, 2013 to broaden the list of individuals classified as mandated reporters of child abuse and neglect. Mandated reporters specified in this law include any person serving as an administrator of a public or private day camp, an administrator or employee of a youth recreation program, those who work for a university who have regular contact with individuals younger than 18 or who work for a university who supervise someone who has regular contacts with individuals under 18, and those in other positions relevant to many summer conference programs. Mandated reporters and their employers should become familiar with the requirements of this law, contained in Penal Code Sections 11164-11174.3, including the requirement for employers to obtain acknowledgement from mandated reporters and the requirement for mandated reporters to report child abuse or neglect to the proper authorities. The Penal Code Sections can be found at https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=PEN&division=&title=1.&part=4.&chapter=2.&article=2.5 and includes California Penal Code §§11165.7, 11166, and 11167.

Reports of child abuse may be directed to Stanford University's Department of Public Safety by calling (650)723-9633 or after hours or on weekends at (650)329-2413, or to the Santa Clara County Department of Family & Children Services' Child Abuse and Neglect Center at (650)493-1186. After making the legally required report to the police or another proper government authority, you are encouraged to notify your Conference Account Coordinator of reports of child abuse during your program.

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Employees working at Stanford-run programs only should go to <http://uhr.stanford.edu/mandatory-reporting-child-abuse-and-neglect> for directions on signing the legally required acknowledgement form for mandated reporters who work for Stanford. Those running Stanford programs should get in touch with the University Human Resources contact listed on that page for information on how to ensure that all mandated reporters working in their program have signed the required acknowledgement.

Title IX

Title IX is a federal law that prohibits discrimination on the basis of sex in any federally funded education program or activity. Title IX prohibited conduct includes sexual harassment, sexual assault, sexual misconduct, relationship (dating or domestic) violence and stalking. If someone tells you or you suspect that sexual assault, harassment or stalking has occurred, you are required to do the following:

- 1) Provide immediate responsive care to an alleged victim of sexual misconduct, including by making referrals to medical and medical health care, separating the victim from the alleged attacker and informing a victim of the right but not the obligation to call the police.
- 2) If you are working at a Stanford-run program, promptly report the incident to Stanford's Title IX Office and the Executive Director of Stanford Conferences immediately, and notify the victim that you are required to make a report to the Title IX Office. If you are working at a program operated by an outside organization promptly report the incident to the Executive Director of Stanford Conferences.

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