



Ansteorra Youth And Family Officer Handbook

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This document is intended to aid Ansteorra's Youth and Family Officers(YFO) in performing their duties in the Kingdom and is part of Kingdom Law. The YFO Handbook has been reviewed to ensure that it reflects the interests and goals of Ansteorra and does not conflict with Kingdom Law or Corpora. Any questions about these guidelines should be directed to the Kingdom Youth and Family Officer.

Introduction

Welcome to the Ansteorra SCA Youth and Family Officer Handbook!

This handbook is a resource for anyone involved in the Youth and Family Program in Ansteorra. It provides an overview of the roles and responsibilities of local, regional, and kingdom youth and family officers and essential information on the SCA's Youth Protection Policy and resources for youth and families.

The Youth and Family Officer (YFO) role is integral to the SCA, providing a safe and supportive environment for youth and families to learn about and experience the Middle Ages through arts and crafts, games, and historical education. The YFO position was formerly known as the Ministry of Children but was changed to be more inclusive and to better reflect the role of the position.

YFOs play a vital role in the success of the Youth and Family Program. They are responsible for promoting youth and family activities in their local area, organizing and running youth and family-friendly activities at local events, and recruiting and training new youth and family members.

This handbook is designed to help youth and family officers fulfill their duties and responsibilities. It provides information on the SCA's Youth Protection Policy, resources for youth and families, and reporting requirements.

Thank you for your dedication to the Youth and Family Program in Ansteorra!

Mission

The Ansteorra Youth and Family program is dedicated to providing a safe and supportive environment for young people and their families to participate in SCA activities and learn about the medieval lifestyle. We strive to create a community where everyone feels welcome and respected, and where everyone can have fun and grow.

Objective

To provide opportunities for young people to participate in a variety of SCA activities, such as archery, fencing, dancing, and crafts.

- To create a safe and supportive environment for young people to socialize and make friends.

- To promote family involvement in the SCA.
- To provide opportunities for young people to develop leadership and teamwork skills.
- To foster a sense of community and camaraderie among young people and their families.

We believe that the SCA has something to offer everyone, and we are committed to making it accessible to all. We hope that the Ansteorra Youth and Family program will provide a positive and enriching experience for all who participate.

Youth Activities

Youth activities provide a safe and supportive environment for youth to learn about history, culture, and the arts. They also help youth develop essential life skills such as teamwork, leadership, and creativity. SCA youth activities are designed to be fun and engaging for all ages and abilities, and include a variety of activities such as archery, arts and crafts, cooking, dancing, fighting, and more. SCA youth activities are also an excellent way for youth to make new friends and meet others who share their interests.

One of the major responsibilities of the Youth and Family Officer (YFO) is to help plan youth activities at events. Events raise money to cover the group's expenses, let people shine in their area of expertise, give children an opportunity to help and try new things, and add a lot of fun to a group's experience.

Kingdom law requires that all Kingdom level calendar events offer 3 hours of youth activities during the event.

Official SCA groups must ensure all SCA youth activities are approved by the local group Seneschal and/or Event Steward and by the Youth and Family Officer, where applicable. If the group has no Youth and Family Officer and a volunteer plans and implements the activities, it is the responsibility of the Seneschal to ensure that the volunteer is fully aware of all relevant policies and guidelines concerning minors and the running of activities.

Youth and Family Officers or other adults supervising youth activities have no authority to discipline or restrain children other than their own, unless the children are in immediate danger of hurting themselves or others. Youth and Family Officers will not be held responsible for correcting the conduct of children attending activities. Likewise, as parents and children must follow rules attendant to participation in events, Youth and Family Officers are not responsible for children who leave activities unsupervised.

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Children exhibiting lewd, violent, or otherwise problematic behavior at organized activities should be returned to parents. The Event Steward and/or Seneschal should be notified of the problem if such actions must be taken.

Official SCA groups must follow the “Two Deep Leadership” model of supervision at all SCA Youth Activities as outlined in a Society Seneschal policy: “For all organized SCA functions for minors, a minimum of two adults (person who have achieved the age of majority in the state, province, or country in which the function is being held), unrelated to one another by blood or marriage or relationship, must be present. At least one of them must have received a background check. This policy does not relieve parents or guardians from their primary responsibility for the welfare of their children. This policy is not subject to granting of variance or ‘grandfathering’ of existing activities.”

Youth and Family Officers must ensure that sufficient leadership is provided for all activities and have the right and responsibility to cancel activities if requirements cannot be met.

Youth Activities should be located as near to main activities as is possible and practical, and where consideration can be given to minimizing noise, traffic, and safety issues. Caution should be exercised when activities are hosted in a private room of an event facility.

Tips for Families Participating in SCA Youth Activities

- Encourage your child to wear comfortable clothing and shoes so they can quickly move around.
- Ensure your child is well-hydrated and has eaten a snack before participating in SCA activities.
- Talk to your child about respecting others and following the SCA's Youth Protection Policy.
- Be a role model for your child by being respectful, kind, and enthusiastic.
- Most importantly, have fun! SCA youth activities are a great way for families to learn and grow together.
- Getting Involved in SCA Youth Activities in Ansteorra
- Get involved with your local group. You can find your local group's contact information on the Ansteorra website.
- Attend events. Many events are held yearly, including family-friendly events and events specifically for youth.
- Talk to other parents. Other parents are an excellent resource for information and support.

Two-Deep Rule

The kingdom follows the two-deep rule, meaning that at least two unrelated individuals must coordinate any activity sponsored by the SCA, with at least one of them having received a background check. This rule is in place to help ensure the safety of youth and families.

The two-deep rule is a risk-mitigation strategy that helps to ensure that there is always at least one responsible adult present who can supervise the activity and intervene if necessary. It also helps to prevent one individual from having too much power or influence over the youth and families involved.

The two-deep rule is integral to the SCA's commitment to providing all members a safe and supportive environment.

Bullying and Harassment policy

THE SCA PROHIBITS HARASSMENT AND BULLYING OF ALL INDIVIDUALS AND GROUPS. Participants engaging in this behavior are subject to appropriate sanctions. If you are subjected to harassment, bullying or retaliation, or if you become aware of anyone being harassed or bullied, contact a seneschal, President of the SCA, or your Kingdom's Board Ombudsman.

Roles and Requirements

Local officers

- Promote youth and family activities in their local area. This includes:
- Developing and distributing a calendar of upcoming youth and family events.
- Creating and sharing social media posts about youth and family activities.
- Contact local schools and community organizations to invite youth and families to SCA events.
- Attending local events and talking to people about the Youth and Family Program.
- Work with the local seneschal to ensure youth and families are welcome and included in all local events. This includes:
- Providing input on the planning of local events to ensure that there are activities that appeal to youth and families.
- Helping to recruit and train volunteers to supervise youth and families at local events.
- Working with the seneschal to address youth and families' concerns about local events.
- Organize and run youth and family-friendly activities at local events. This includes:
 - Developing a variety of activities that appeal to different ages and interests.

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- Recruiting and training volunteers to supervise and assist with youth and family activities.
- Setting up and running the activities at local events.
- Recruit and train new youth and family members. This includes:
 - Talking to people about the Youth and Family Program at SCA and other community events.
 - Sharing information about the Youth and Family Program on social media and other online forums.
 - Providing new youth and family members with support and resources to help them get involved in the SCA.
 - Ensuring youth are recognized for their accomplishments and contributions within their local groups and the kingdom by writing award recommendations to the crown and local groups
- Serve as a resource for youth and families in the local area. This includes:
 - Answering questions about the Youth and Family Program and the SCA in general.
 - Referrals to other resources, such as local after-school programs and summer camps.
 - Helping youth and families to connect with other SCA members who share their interests.
- In addition to these specific roles the local Youth and Family Officers are also expected to:
 - Be familiar with and follow the SCA's Youth Protection Policy.
 - Be a good role model for youth and families.
 - Be patient and understanding.
 - Be able to work well with people of all ages and backgrounds.
 - Be willing to learn and grow.

Being a local Youth and Family Officer can be an enriching experience. It is an opportunity to positively impact the lives of youth and families in your community.

Regional, Principality, and Kingdom Officers

Regional and Principality Officers

Southern and Central Region YFO supports their region's local youth and family officers. They also help coordinate region-wide youth and family activities and represent the region's youth and family members at kingdom events.

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The Principality of Vindheim Youth and Family Officer is responsible for supporting the local youth and family officers in the principality. They also coordinate principality-wide youth and family activities and represent the principality's youth and family members at kingdom events

- Support the local youth and family officers in their region. This includes:
 - Providing them with resources and training.
 - Helping them to promote youth and family activities in their local area.
 - Working with them to resolve any problems or challenges they may be facing.
- Coordinate region-wide youth and family activities. This includes:
 - Developing a calendar of upcoming region-wide youth and family events.
 - Recruiting and training volunteers to supervise and assist with region-wide youth and family activities.
- Work with the kingdom youth and family officer to ensure the region's youth and family programs align with the kingdom's goals. This includes:
 - Sharing information about the region's youth and family programs with the kingdom youth and family officer.
 - Providing input on the kingdom's youth and family goals.
 - Helping to implement the kingdom's youth and family goals in the region.
 - Represent the region's youth and family members at kingdom events. This includes:
 - Attending kingdom events and talking to people about the region's youth and family programs.
 - Advocating for the needs of the region's youth and family members.
- Working with the kingdom youth and family officer ensures that the region's youth and family members are represented in the kingdom's decision-making process.
- In addition to these specific roles and requirements, regional Youth and Family Officers are also expected to:
 - Be familiar with and follow the SCA's Youth Protection Policy.
 - Be a good role model for youth and families.
 - Be patient and understanding.
 - Be able to work well with people of all ages and backgrounds.
 - Be willing to learn and grow.

Kingdom Youth and Family Officer

The Kingdom Youth and Family Officer (YFO) is a deputy of the Kingdom Seneschal, meaning that they are directly subordinate to the Seneschal and report to them directly. The KYFO position is responsible for planning and organizing youth activities, providing resources to youth and families, and advocating for the needs of youth and families within the SCA kingdom.

- Develop and implement the kingdom's youth and family programs. This includes:
 - Creating a vision and mission for the kingdom's Youth and Family Program.

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- Developing and implementing policies and procedures for the kingdom's Youth and Family Program.
- Developing and providing resources and training for local and regional youth and family officers.
- Working with the kingdom seneschal to ensure that the kingdom's Youth and Family Program is aligned with the kingdom's overall goals.
- Work with the regional and local youth and family officers to support youth and family activities throughout the kingdom. This includes:
 - Providing them with resources and training.
 - Helping them to promote youth and family activities in their area.
 - Working with them to resolve any problems or challenges they may be facing.
 - Advocating for the needs of youth and families at the kingdom level.
- Working with the Society Youth and Family Officer ensures that the kingdom's youth and family members are represented in the Society decision-making process.
- In addition to these specific roles and requirements, kingdom Youth and Family Officers are also expected to:
 - Be familiar with and follow the SCA's Youth Protection Policy.
 - Be a good role model for youth and families.
 - Be patient and understanding.
 - Be able to work well with people of all ages and backgrounds.
 - Be willing to learn and grow.

Being a Kingdom Youth and Family Officer can be an enriching experience. It is an opportunity to positively impact the lives of youth and families throughout the kingdom and Society.

Requirements

To be a Youth and Family Officer (YFO), you must:

Be a member of the SCA with a membership valid through the warranting date, which is typically six months after the date you are elected or appointed to the position.

- Be at least 18 years old.
- Complete a background check.
- Group officers must maintain an official kingdom email address for the office and post all official notices and publications through that email address.

These requirements are in place to ensure that YFOs are qualified and committed to the role. YFOs play an important role in the SCA by providing a safe and supportive environment for youth and families to learn about and experience the Middle Ages. By meeting these requirements, YFOs can help to ensure that the SCA is a welcoming and inclusive place for all

members.

Here are some additional benefits of meeting these requirements:

- It helps to establish the YFO's credibility and professionalism.
- It demonstrates the YFO's commitment to the SCA and to the role of the YFO.
- It helps to ensure that the YFO is familiar with the SCA's policies and procedures.
- It helps to ensure that the YFO is able to communicate effectively with SCA members.
- It helps to create a safe and supportive environment for youth and families.

If you have any questions about meeting these requirements, please contact your local YFO. They will be happy to provide you with assistance.

Applying for Office

Navigate to the kingdom application page online (<https://ansteorra.org/seneschal/apply-for-an-office/>) to apply for the Local Regional or principality Youth and Family Officer position. Please include the local seneschal, the local landed nobility (if any), and the Regional or Kingdom Youth and Family Officer.

The Regional or Kingdom Youth and Family Officer will make the final decision on who is selected for the position, but they will consider a broad range of factors, including:

- SCA and modern experience
- Ability and willingness to work with youth
- Fair-mindedness
- Acceptability to the group

If you are selected for the position, the Kingdom Youth and Family Officer will add you to the background check roster, and the local Seneschal will be notified of your appointment. A publication of the proposed candidate will be published for public commentary.

Selecting a Local Youth and Family Officer

If you are currently the Kingdom Youth and Family Officer, you can follow these steps to select a new Local Youth and Family Officer:

- Ensure that the local Youth and Family Officer announces the vacancy at populace meetings, in the local newsletter, and to any local discussion boards.
- Encourage the local officers, the landed nobility, and the populace to comment on the candidates applying for office.

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- If necessary, help find an applicant for the Youth and Family office.
- Collect applications from candidates and review them carefully.
- Consider a broad range of factors, including SCA and modern experience, ability and willingness to work with youth, fair-mindedness, and acceptability to the group.
- Make a final decision and notify both the applicant you've selected for office and the other applicants.
- Email the Kingdom Seneschal to have the new local Youth and Family Officer added to the background check roster.
- Email the local Seneschal to announce your choice.
- Notification of an applicant must be publicly posted to allow for commentary and feedback from officers and populace of the local or regional group.
- Once the background check is completed, the officer can step in actively to the office

Stepping Down

If you need to step down from your position, it is important to notify your local Seneschal and upline as soon as possible. This will give them time to publish the vacancy and find a replacement.

Here are some tips for resigning from a position:

- Give at least two months' notice. This will give your replacement time to prepare for the role.
- Write a letter of resignation explaining your reasons for leaving.
- Be willing to help train your replacement.
- Turn over all files and supplies related to the position.

Removal of an officer

Occasionally, you may have to remove a Local Youth and Family Officer. Before you even consider removing someone, you should:

- Attempt to counsel the individual about whatever difficulties are occurring.
- Provide a written 30-day improvement plan to allow the individual to resolve the issues.
- Issue at least two written warnings.

If these steps fail to resolve the issues, inform the individual by phone that the Kingdom is opening the office for bids. When you announce the vacancy publicly, be sure to thank the retiring Youth and Family Officer for the service they gave.

Reporting

Officer	Mar	June	Sep	Dec
Local	2	2	2	2
Regional	5	5	5	5
Kingdom	10	10	10	10
Events	30 days from the date of the event			

Local Youth and Family Officers (YFOs) report to their regional YFOs every quarter, on the 2nd of March, June, September, and December. It is recommended that the local YFO send a copy of their report to the local Seneschal and Baronial Representatives, if applicable. The reporting form can be found on the kingdom website.

This requirement is in place to ensure that the regional YFOs are aware of the activities and challenges of the local YFOs. It also helps to ensure that the regional YFOs can provide support and guidance to the local YFOs.

The YFO report should include information on the following:

- Upcoming events and activities
- Challenges and successes
- Needs and requests

The YFO report should be concise and to the point. It should be written in a clear and easy-to-understand style. Here are some additional benefits of sending a copy of the YFO report to the local Seneschal and Baronial Representatives:

- It helps to keep the local Seneschal and Baronial Representatives informed of the activities and challenges of the YFO.
- It helps to build relationships between the YFO and the local Seneschal and Baronial Representatives.
- It can help to ensure that the YFO is receiving the support that they need from the local Seneschal and Baronial Representatives.

If you have any questions about the YFO report or about sending a copy of the report to the local Seneschal and Baronial Representatives, please contact your regional YFO. They will be happy to provide you with assistance.

Regional Youth and Family Officers (YFOs) report to the Kingdom YFO on the 5th of March, June, September, and December with a summary of the local reports they have received.

The Kingdom YFO reports to the Kingdom Seneschal on the 10th of March, June, September, and December with a summary of the regional reports they have received.

These requirements are in place to ensure that the Kingdom YFO is aware of the activities and challenges of the regional and local YFOs. It also helps to ensure that the Kingdom YFO can provide support and guidance to the regional and local YFOs.

Event Reports

All youth and family officers must submit an event report within 30 days of any event they organize or participate in. The report should include the following information:

- The date and location of the event.
- The type of event (e.g., SCA event, school fair, community festival).
- The number of youth and families who participated in the event.
- A description of the activities that were offered.
- Any feedback or suggestions for improvement
- Local, regional, and event reports are filed online using the reporting form on the officer's website.

To file a report, please visit the officer's website and log in with your SCA credentials. Once logged in, click on the "Reports" tab and select the type of report you would like to file. Fill out the report form and click "Submit."

Conclusion

If you are interested in working with the Youth and Family Officer (YFO), please contact any officer in your local group or kingdom. YFOs are always looking for volunteers to help plan and organize activities, provide resources to youth and families, and advocate for the needs of youth and families within the SCA.

Volunteering with the YFO is a great way to give back to the SCA and to make a difference in the lives of youth and families. It is also a great way to learn new skills and to meet new people.

Here are some specific ways that you can get involved with the YFO:

- Volunteer to help with youth activities, such as arts and crafts, games, and historical education.
- Help to develop and distribute resources for youth and families, such as flyers, brochures, and websites.
- Advocate for the needs of youth and families within the SCA.

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No matter your skills or interests, there is a place for you on the YFO team. Please reach out to your local YFO today to learn more about how you can get involved.

Thank you for your interest in working with the YFO!

Appendix A: Reporting Dates

Officer	March	June	September	December
Local	2	2	2	2
Regional	5	5	5	5
Kingdom	10	10	10	10
Events	30 days from the date of the event			

Appendix B: How to Obtain a Background Check

As a member of the SCA, to receive a background check:

You email your Kingdom Seneschal or other approved officer with: your Membership Number, full Legal Name, Country, and the best email address by which to reach you. Also include the reason you need a background check, and any information that might be helpful.

If approved by the Kingdom Seneschal, you will receive a link from either IntelliCorp (if US-based) or Sterling MyBackCheck (if Canada-based). This link is good for two weeks. There you will fill in your information safely and securely.

When your results are returned to us from IntelliCorp or MyBackCheck, it will be updated in the database. Your membership will reflect that status and your kingdom will be notified. Your background check will expire 2 years from its submission. This information will be noted in your account.

For those without access to email / Internet:

If you do not have access to email and Internet, you can fax or mail in a paper form, but note that it will be a slower process.

Appendix C: Demos

Demos are different from SCA events because the general public is in attendance. You will have both SCAdians and "mundanes" alike. It is essential to plan your activities accordingly.

Before the Demo

- Pick a venue. Work with the demo coordinator to pick a spot that will be safe and friendly for kids.
- Select a date and time. Ensure that the date and time suit kids and do not conflict with local or regional activities or a significant event.
- Add info to your group's calendar and newsletter.
- Contact possible volunteers. If you are doing a youth A&S display, contact the artists and ask for work that they have done.
- Place an ad in local media.
- Generate interest amongst your group members.
- Contact other YFOs in your area and your Regional and Kingdom YFOs.
- Encourage all the youth in your group to attend in their best garb.

During the Demo

Be mindful of how you talk to and around potential members. People form their opinions of groups and individuals quickly. When talking to potential members, do not talk about local or Kingdom politics, personal problems, or the latest gossip. Instead, describe activities where people (especially youth) can participate, provide general information about events, or explain how the SCA functions.

Be careful with your word choices. Use "modern" instead of "mundane," "martial arts" instead of "rapier" or "heavy weapons" or "stick jocks," "Event Steward" instead of "autocrat," "Feast Steward" instead of "autocrat," and "Youth and Family Officer" instead of "MoC."

After the Demo

- Follow up with all newcomers within seven days.
- Contact potential members by email or phone to thank them for their interest and invite them to a local event, newcomer's meeting, fighter practice, or youth activity.
- Include links to the local, Kingdom, and SCA websites in your email.
- At the next event after your demo and the next few meetings and practices, be sure that someone is assigned to welcome your newcomers (and their youth), answer their questions, introduce them around, and make them feel comfortable.

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- Consider holding a newcomer's meeting specifically for new families.
- Ensure all newcomers have contact information for someone they can call if they have any questions.
- Provide newcomers with information about social media

Additional Tips

- Demos are an excellent opportunity to recruit new members. Be sure to have plenty of information about the SCA and your local group.
- Make sure your activities are safe and appropriate for all ages.
- Have fun and enjoy yourself! Demos are a great way to share your love of the SCA with the world.

Appendix D. Recommended Supplies

Here is a list of recommended supplies for a local Youth and Family Officer in the SCA:

- First-aid kit
- Snacks and drinks
- Sunscreen
- Hats
- Water bottles
- Blankets
- Chairs
- Games and activities
- Arts and crafts supplies
- Books
- Musical instruments
- Costumes
- Props
- Name tags
- Volunteer sign-up sheets
- Flyers and brochures about the SCA
- Business cards
- Waivers for parents to sign
- A list of local youth and family resources
- SCA Newcomers Guides like the Newcomer's handbook and Known World Handbook

This is just a suggested list, and you may need additional supplies depending on the specific activities you plan. For example, if you are planning an archery event, you must provide bows, arrows, and targets. If you plan a cooking event, you must provide food and cooking supplies.\

Appendix E: Basic Youth Activity Planning Guide

To plan youth activities at an SCA event, you should consider the following:

Audience: What ages and abilities will be participating? What are their interests?

Budget: How much money do you have to spend on activities and supplies?

Space: Where will the activities take place? Do you have enough space for all participants?

Safety: What safety precautions need to be taken? Do you have the necessary equipment?

Volunteers: Who will supervise the activities?

1. Once you have considered these factors, you can start to plan your activities. Here is a sample outline:
2. Choose activities that are appropriate for your audience. Consider their ages, abilities, and interests. Some popular SCA youth activities include:
 - Arts and crafts
 - Archery
 - Cooking
 - Dancing
 - Fighting
 - Games
 - History lessons
 - Music
 - Storytelling
3. Set a budget for each activity. This will help you to ensure that you do not overspend.
4. Determine where each activity will take place. Make sure that there is enough space for all participants and that the area is safe.
5. Take safety precautions. This may include providing helmets, eye protection, and gloves. You should also have a plan in case of an accident.
6. Recruit volunteers to supervise the activities. Make sure that all volunteers are aware of the SCA's Youth Protection Policy.
7. Create a schedule for the activities. This will help to ensure that all participants have a chance to participate in everything.
8. Promote the activities to participants. Let them know what activities will be available and when they will take place.
9. Be prepared to adjust your plans as needed. Things don't always go according to plan, so be flexible and willing to make changes as needed.

Here are some additional tips for planning youth activities at an SCA event:

- Keep the activities short and engaging. Aim for activities that are no longer than 20-30 minutes.
- Provide a variety of activities to choose from. This will help to ensure that there is something for everyone.
- Make sure that the activities are inclusive and accessible to all participants.
- Have fun! SCA youth activities are a great way for youth to learn and grow in a safe and supportive environment.

Appendix F: Youth Policy from the Society Seneschal's Handbook April 2021

Section XI. Dealing with Minor/Youth-Related Policies

1. Minors are defined as anyone who has not reached the age of legal majority. This varies between countries, states, and other jurisdictions. Be sure of the age(s) of majority in your area. In the US, it is usually, but not always, 18.
2. SCA is a member, family, and youth friendly social organization. SCA children, youth, and teen activities and classes are offered as a positive means of encouraging the participation of minors in the SCA with their families while encouraging fun-focused learning about history and the SCA. Dedicated and/or published youth-oriented activities (SCA Youth Activities) are overseen by warranted Youth Officers at any and all events and activities. These Youth Officers must have successfully passed an SCA approved background check and the Youth Officer (and if applicable, YAFA Administrator) must be warranted.
3. Parents or guardians of minors shall have ultimate responsibility for the welfare and behavior of their children at all times.⁴² It is the responsibility of the adult who brings a minor to an event to ensure that the minor is safe and not in danger. At events and activities in which youth participate in any way, participating minors must either have a parent or legal guardian present at the event/activity, or be accompanied by an adult in possession of a properly executed "Medical Authorization Form for Minors." This Medical Authorization Form must designate an adult present at the event or activity as able to authorize medical treatment in case of emergency. This adult is also responsible for the minor's welfare and behavior in the absence of the parent or legal guardian.
4. All warranted Youth Officers (deputies who ultimately report up to the Kingdom Seneschal) must have a current SCA membership and an approved, current, and valid background check. "Warranted" is defined as having a signed warrant making the individual in question an official deputy to the Kingdom Youth Officer or the Kingdom Seneschal. Youth and Family Achievement (YAFA) administrators must likewise be warranted; they must also have passed a current SCA-approved background check.
5. All official or "published" SCA Youth Activities must have one background checked adult member who acts as the official "coordinator" for the SCA Youth Activity. For example, if there are 10 youth A&S classes each in their own separate classroom, each classroom needs to follow the "two-deep rule," butv only one overall youth "coordinator" responsible for all activity in all

classrooms is needed. There are many activities of the SCA where informal instruction (mentoring) occurs that are open to attendance by minors, but do not constitute dedicated and/or published SCA Youth Activities. They are known by many names (e.g., Practices, Meetings, and Guilds, and Workshops). A minor's attendance at an adult A&S class does not mean that class becomes an SCA Youth Activity simply because a youth is in attendance.

6. The "two-deep" rule specifies that for all SCA Youth Activities, a minimum of two adults (at or above the age of legal majority in the state, province or country in which the activity occurs) unrelated to one another by blood, marriage or personal relationship must be present. This policy does not relieve parents of their primary responsibility for the welfare and behavior of their children. One of these two adults may also be acting as the official coordinator for the Youth Activities going on.

7. For any criminal act involving a minor, modern authorities **MUST** be contacted. Inform the Kingdom Seneschal immediately. The Society Seneschal must also be informed, within 48 hours.

8. Branch and regional Seneschals, Marshals, Marshals-in-Charge, and Exchequers must be at least the age of majority for their jurisdiction. Be aware that the age of majority does vary between jurisdictions; these officers must be of the age of majority in each area that they serve.

9. Minors 15 years of age or older may serve as officers, except as stated above. Minors may serve in the allowed capacities only with the express written approval of the parent or legal guardian and their Kingdom superior, after they are notified of the age of the minor.⁴³

10. Minors younger than age 15 may not serve as Head Gatekeeper, Reservationist, etc., for an event. They may assist at the gate collecting funds, making change, etc., under the oversight of an individual permitted by SCA Corporate Policies to serve as an officer, who will be ultimately responsible for the accounting of the funds passing through the gate. Minors younger than age 15 serving in this capacity may not work unattended at an event gate at any time.

11. Medical treatment of minors is subject to the appropriate laws of the state, territory, province,

and/or country where the event is held. In the case of a medical emergency involving a minor, the parent/legal guardian or, in the case of a minor attending with a non-parent/legal guardian, the temporary guardian with the Medical Authorization Treatment Form for Minors must be located. See Section XIII.D of this Handbook. (Society Seneschal's Handbook, April 2021)

Youth and Family Officers Handbook

Society Seneschal's Policy on Youth Participation in Online or Virtual Events

As there is no way to guarantee adherence to the “Two Deep” model during live virtual or online Youth Activities, such activities are NOT sanctioned by the SCA. All online activities billed as Youth Activities must follow an asynchronous model. The use of short engaging videos or written instructions for activities posted to official websites is encouraged. Any instructional videos for youth that are posted to an official channel should be previewed and approved

by either the Kingdom Seneschal or the Kingdom Youth Officer. These videos may not contain instructor contact information (such as email address, etc.), nor may they encourage the viewer to contact the instructor. Further, any such videos must adhere to the specific platform's rules concerning videos for youth.

Youth are not prohibited from participating in general online activities hosted by the SCA. For these events, as with in-person events, the parents/guardians of the youth are responsible for overseeing their child's activities. Youth may participate in Kingdom and local online events, but their parents or legal guardians assume full responsibility for their child's safety and wellbeing.

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Signature page

Signed this 20th day of January AS LVIII being 2024 in the Common Era.
