

**State of New Hampshire**

NH Department of Health and Human Services

Division for Children, Youth and Families

129 Pleasant Street

Concord, NH 03301

[www.dhhs.nh.gov/DHHS/DCYF](http://www.dhhs.nh.gov/DHHS/DCYF)



Form 2095

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# A Guide to Preventing and Reporting Sexual Abuse, and Sexual Harassment



## ***PREA***

*Prison Rape Elimination Act*

# ***WHAT YOU NEED TO KNOW***

## Your Rights

- You have the right to be free from sexual abuse and sexual harassment.
- You also have the right to be free from retaliation for reporting incidents of sexual abuse and sexual harassment.



## YOU CAN ASK FOR HELP

FOR SEXUAL ABUSE VICTIM  
ADVOCACY CONTACT  
THE YWCA AT  
**603-668-2299**

**IF YOU OR SOMEONE YOU KNOW HAVE BEEN SEXUALLY ABUSED, OR SEXUALLY HARASSED, IT IS IMPORTANT THAT YOU DO THE FOLLOWING:**

**TELL OR GIVE A NOTE TO ANY OF THE FOLLOWING:**

- Facility Supervisor
- Treatment Coordinator
- Clinician
- Unit Manager
- Youth Counselor
- Teacher/Guidance counselor
- Nurse
- Other staff member

**OR YOU CAN MAKE A REPORT BY:**

- Filing a grievance with the Ombudsman by putting it in the locked grievance box on your unit.
- Calling the DCYF Central Intake Unit at:

1-800-894-5533

(603) 271-6556



**Any sexual contact between youth, or between youth and staff, youth and volunteers, and youth and contractors, may be against the law.**

**This facility is committed to your safety and the safety of staff. Sexual abuse compromises everyone's safety.**

**This facility has ZERO TOLERANCE of sexual abuse, assault, and sexual harassment. That means we are committed to investigating EVERY allegation, providing services to EVERY victim, and punishing EVERY perpetrator.**

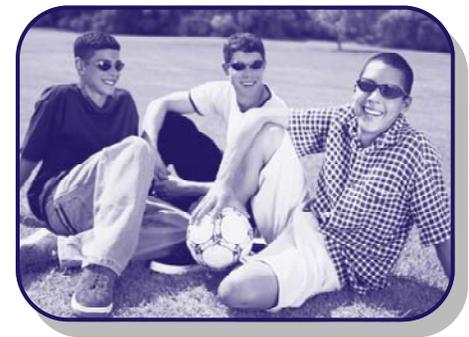
## WHAT IS SEXUAL ABUSE?

- Anytime another youth sexually touches the sexual parts of your body, forces you to touch the sexual parts of their body, has sex with you without your ok, or forces you to have sex with someone else without your ok, it is against the law.
- Anytime a staff member makes sexual advances or comments, sexually touches you, or has sex with you, it is against the law. Even if you wanted or invited it, the staff person is not allowed to respond. This does not include routine searches or touching for certain medical procedures.
- Anytime you sexually touch a staff member or force them to touch you, it is against the law.
- Anytime someone forces you to have sex or preform sexual favors to repay a debt or in exchange for protection, is against the law.
- Anytime a staff offers you a privilege or favor in exchange for sex, it is against the law.



This facility will investigate all reports of sexual abuse, or sexual harassment and will seek criminal charges. If you are the abuser and are found guilty, you could face more time in custody, or be placed in an adult correctional facility depending on your age and the charges filed. If you have trouble controlling your actions, seek help so that you don't harm anyone.

**Staff members take reports of sexual abuse, and sexual harassment very seriously. If you choose to make a false report of sexual abuse, or sexual harassment against anyone, it will be discovered. Anyone making a false report will be held accountable. This includes loss of incentives/privileges and possible new criminal charges. Our goal is to provide the safest facility possible.**



- Tell ANY staff person (Facility Supervisor, Treatment Coordinator, Clinician, Unit Manager, Youth Counselor, Teacher/Guidance counselor, Nurse, etc.)
- You may talk to someone, send a note, or call DCYF Central Intake. It doesn't matter - just tell someone.
- Ask for medical attention right away.



**Reporting can be hard to do but it will make sure that you or others are safe from harm. It also means that the person who caused the harm may not harm you or others any more. This is very important way to make sure where you live is safe.**



## PREVENTION OF SEXUAL ABUSE.

### YOU NEED TO PAY ATTENTION TO:

- **Where you are.** Avoid being isolated away from the main group where staff members can't see you. Position yourself in plain view. Sexual abuse/assault and sexual harassment happens more often when a youth is isolated and alone with another person than when the youth is part of a group.
- **Situations that make you feel uncomfortable.** Trust your gut feeling. If a situation feels wrong, it most likely is. Work to get yourself out of the situation and then report the situation to a staff member.
- **Special attention someone may be giving you.** This may be favors, romantic or sexual advances, gesture or talk. This includes sharing secrets. You need to report this to a staff member.
- **Whom you tell private information.** Youth have been known to use this information to get another youth to do what they ask.

**You have the right to be safe at all times. No one has the right to ask you for sex or sexual favors. You do not have the right to ask anyone for sex or sexual favors while in custody.**

**DO NOT:**

- **Accept any offer of protection.** Someone offering to protect you from consequences or harm from anyone else will want something in return.
- **Accept a loan or gift.** Do not borrow, gamble, or trade anything. Avoid owing anything to anyone.
- **Let manners get in the way of keeping yourself safe.** Do Not be afraid to shout “NO” or “STOP IT NOW”.

**TAKE ACTION!**

- Tell a staff member immediately if someone tries to isolate you, singles you out, gives you anything special, wants to trade or loan an item, or offers you protection.
- It is very important that you report these things to a staff member.
- If the staff member doesn't take you seriously or does not believe you, tell another staff member about it.

STAFF WORK HARD TO KEEP YOU  
SAFE.

## STAFF MEMBERS WILL DO EVERYTHING THEY CAN TO PREVENT SEXUAL ABUSE AND SEXUAL HARASSMENT.

**THE ACTIONS THEY WILL TAKE INCLUDE:**

- Supervising youth closely.
- Creating and enforcing rules to keep staff members and youth safe.
- Holding a person accountable (no matter who they are) if they sexually abuse, or sexually harass someone else. This means staff members will report the sexual abuse or sexual harassment so it can be investigated.

## WHAT TO DO IF YOU HAVE BEEN SEXUALLY ABUSED

- Get to a safe place
- Even if you want to clean up, it is important to save the evidence.
- **Do not** use the bathroom, brush your teeth, shower, or change your clothes.
- Report it, even if you don't have any evidence. It doesn't matter when the abuse happened.

