

Note: The Alateen Safety and Behavioral Requirements section of this document (pages 7-10) are currently being reviewed by the World Service Office, Board of Trustees, and their legal counsel for compliance to the 2003 Conference Motion from the Board of Trustees. It is our area Alateen Safety Committee's most current working draft. The PRC and ASC will keep you informed of any changes.

MINNESOTA SOUTH AREA AL-ANON'S ALATEEN SAFETY AND BEHAVIORAL REQUIREMENTS (ASBR)

XII. Alateen Safety & Behavioral Requirements

- A. Purpose:** Alateen is of paramount importance to all of us in Al-Anon as we seek recovery for our families, friends, and ourselves from the family disease of alcoholism. MNSA strives to provide safe places for our younger family members to find the hope and healing we've discovered in Al-Anon.

In accordance with the 2003 Alateen Motion by Al-Anon Family Groups' Board of Trustees, MNSA Al-Anon/Alateen developed these ASBR. It will be incumbent on our MNSA Alateen Coordinator, ASC, AMIAS, and Al-Anon members to accept and carry these out.

B. Support of Alateen Groups:

1. Alateen groups need to stay connected to other Alateen and Al-Anon groups. This begins by attending district meetings and MNSA Assemblies. Contacts made within the fellowship provide resources to strengthen groups, cooperate in public outreach, learn new program ideas, and to experience and improve personal relationships.
2. It's the support of Al-Anon that helps Alateen groups to survive and thrive, especially Al-Anon groups meeting at the same time and location as Alateen. Children from the families of Al-Anon and AA members often hear about Alateen from outreach within the fellowships. Future AMIAS [Al-Anon Member(s) Involved in Alateen Service], and support for those AMIAS, come from our Al-Anon groups. DRs can also be great support for Alateen groups and their AMIAS. DRs may be invited to attend Alateen meetings to share their recovery experience.

- C. Definition of AMIAS:** An AMIAS is a person directly involved with Alateen members in the context of service to Alateen.

1. AMIAS fall into the following categories:
 - a. Alateen Group Sponsor (AGS): AMIAS sponsoring any Alateen meeting on a regular basis.
 - b. Substitute AMIAS: AMIAS sponsoring an Alateen meeting when an AGS is absent.
 - c. Conference AMIAS: AMIAS working directly with Alateen members to plan, organize, or supervise Alateen activities at any conference hosting Alateen meetings, speakers or other Alateen activities. This includes Alateen-specific conferences, such as Midlake, in which Minnesota Alateen Groups and AMIAS participate in planning.
 - d. Transportation AMIAS: AMIAS who provide rides for Alateens going to and from meetings, conferences, or speaking engagements. This does not apply to private arrangements initiated by any Alateen or the parent or legal guardian of any Alateen.
 - e. All AMIAS must be certified per MNSA requirements as described in Section D and must meet all ASBR in accordance with Section E.

D. AMIAS Certification:

1. To be certified, every AMIAS must:
 - a. Regularly attend Al-Anon meetings.
 - b. Actively work with an Al-Anon sponsor.
 - c. Be at least 21 years old.
 - d. Have attended Al-Anon regularly for at least two years, in addition to any time spent in Alateen.

- e. Complete a background screening, conducted by our AAPP, verifying that they have no felony convictions and have not been charged with child abuse or any other inappropriate sexual behavior in accordance with Section D (3).
 - f. Not have demonstrated emotional problems, which could result in harm to Alateen members, as determined by our MNSA ASC with the advisement of our Alateen Coordinator and AAPP, through reasonable judgment and discretion.
2. All AMIAS applicants must attend at least one AMIAS training prior to any service directly involving Alateens and one AMIAS training annually to remain certified as an AMIAS in MNSA.
 3. For the protection and safety of Alateen members and AMIAS, all of the following must be practiced in the MNSA AMIAS certification process:
 - a. The contracted background screening agency will store all background screening applications and reports.
 - b. MNSA will pay the cost of background screenings for all AMIAS and AMIAS applicants.
 - c. Our MNSA AAPP and Alateen Coordinator are the only trusted servants with administrative access to the background screening agency website and any background screening results. When necessary, a MNSA Officer who is also currently certified as an AMIAS in MNSA can be designated to assist.
 4. AMIAS certification procedures will be reviewed and upheld by our MNSA ASC.

E. Essential Safety and Behavior Requirements. The following requirements must be met by all AMIAS, Alateens, and attendees at events with Alateen participation in MNSA. Anyone not in compliance will be excluded from participation in Alateen service and all Alateen activities at the event.

1. For the protection of Alateen members and the AMIAS, at least one currently certified MNSA AMIAS is required in every Alateen meeting.
2. AMIAS are prohibited from engaging in overt or covert sexual interactions with Alateen members.
3. Alateens are prohibited from engaging in overt or covert sexual interactions on meeting property.
4. AMIAS may not engage in any behavior that is prohibited in federal, state, and/or local law.
5. AMIAS and Alateens are prohibited from using alcohol or illegal substances at Alateen meetings and on meeting property.

F. Supervision of Alateen Members.

1. AMIAS will supervise Alateen members at:
 - a. Regular Alateen meetings: in the Alateen room, for the duration of Alateen meetings or activities.
 - b. Events with Alateen participation: whenever Alateen members are in the Alateen room.
 - c. Alateen-specific conferences: whenever Alateens are on the conference property, for the duration of the conference.
2. AMIAS are NOT responsible for supervising Alateens at:
 - a. Regular Alateen meetings: before and after regular Alateen meetings or when Alateens are not in the meeting room, except as required by hosting venue.
 - b. Conferences with Alateen participation: whenever Alateen members are not in the Alateen room.

G. Alateen Participation at Conferences and Events.

1. One MNSA AMIAS must be in attendance for every four Alateens at any Alateen-specific conferences such as Midlake, events occurring in MNSA using the name “Alateen”, or events planned by MNSA AMIAS and/or Alateen members.
2. Alateens attending Alateen-specific conferences, such as Midlake, must have prior approval from their AGS to attend.
3. All conferences with Alateen participation, including Alateen-specific conferences, must provide a liaison to MNSA Assembly.
4. Written permission from a parent or legal guardian is required when transporting any Alateen(s) to meetings or conferences. A medical release signed by a parent or legal guardian must be secured when an Alateen will be away from home overnight. (Refer to Alateen Guidelines G34 for

recommended parental permission and medical release forms). Completed permission forms and medical releases must be retained by the AMIAS responsible for the Alateen. When circumstances prevent any AMIAS from obtaining a written parental/legal guardian permission form, the responsible AMIAS must obtain verbal AND text or e-mail authorization prior to transporting that Alateen. AMIAS should document any verbal authorization. Documentation must be retained by the AMIAS for 3 years.

H. Problem Solving in Alateen Groups.

1. Any AMIAS, Alateen, parent or legal guardian of any Alateen may contact a DR, our MNSA Alateen Coordinator and/or AAPP, or any MNSA ASC member for help with issues within an Alateen group that defy resolution informally within that group. The “Digest of Al-Anon and Alateen Policies” section of the Al-Anon/Alateen Service Manual is a compilation of the World Service Conference’s group conscience on resolving many group questions or problems. Al-Anon’s Twelve Traditions and Concepts of Service may also be directly consulted for solutions. A DR, Alateen Coordinator, AAPP or ASC member may assist holding a discussion about the problem or conducting a group conscience.
2. There may be problems of a more serious nature that would be inappropriate for group discussion or group problem solving, such as violent behavior or an accusation of sexual abuse.
 - a. If a situation arises involving allegations that any AMIAS engaged in inappropriate sexual conduct, violence, threatening behavior, or other serious conduct, the following steps must be taken.
 - i. The AMIAS must immediately cease participation as an AMIAS. If the accused AMIAS is an AGS, the affected group’s DR and the MNSA Alateen Coordinator will meet with the Alateen group to discuss this change, to help the group members determine their needs, and to procure a new AMIAS for the group. Confidential information relating to the allegation will not be shared with any Alateens.
 - ii. The MNSA Alateen Coordinator and ASC will determine if a referral for an outside investigation is appropriate under the circumstances. Nothing decided by the MNSA Alateen Coordinator and/or ASC precludes any individual from making such a referral.
 - iii. Pending results of an outside investigation, an Alateen group may decide by group conscience to invite an AMIAS to return as AGS, provided the AMIAS still meets all of MNSA ASBR.
 - b. If a situation arises involving allegations that an Alateen member has engaged in inappropriate sexual contact, violence, threatening behavior or other serious conduct, the following steps must be taken.
 - i. The Alateen member will be removed from the event or group.
 - ii. The group’s AGS and the MNSA Alateen Coordinator will meet with the group to discuss the issue and to assist the group members in determining their needs.
 - iii. The MNSA Alateen Coordinator and ASC will determine if referral for outside investigation is appropriate. Nothing decided by the MNSA Alateen Coordinator or ASC precludes any individual from making such a referral.
 - iv. Pending results of any outside investigation, the affected Alateen groups and their AGS may decide by group conscience to invite the Alateen member involved in the allegation to return to the group.

I. Additional Guidelines. In addition to the foregoing, the following guidelines shall be followed, when practicable.

1. Alateen meetings should be scheduled at the same time and location as an Al-Anon meeting.
2. Each Alateen meeting should have an Al-Anon group committed to supporting the Alateen group and its AGS.
3. AMIAS should confirm that all Alateen members have transportation home from Alateen meetings before leaving the property.

4. It is preferred that AMIAS-especially AGS-make a commitment of two years.
 5. When an AGS intends to step down from Alateen service, whenever possible, time should be taken to find, certify, and orient a new AGS prior to the exiting AGS's last meeting.
- J. Legal and WSO Review.** All of the following shall apply to legal review of the MNSA ASBR and its acceptance by Al-Anon's WSO:
1. MNSA's ASBR has been reviewed by legal counsel. To meet WSO requirements, the MNSA ASBR must contain its draft date, the attorney's full identity, and the date of MNSA counsel's last review.
 2. WSO requires that any area's ASBR be submitted for review and acceptance by them PRIOR to adoption by the area.
 3. Further review of the MNSA ASBR by MNSA legal counsel will occur only on an as-needed basis. Any changes to the MNSA ASBR resulting from changes in the law, requirements of Al-Anon's Board of Trustees, WSO, or as requested by MNSA ASC, AWSC, or its Assembly, will automatically require legal review and re-submission to WSO for review and re-acceptance.

*Date of WSO & local legal
Counsel review are to be noted here*