

Youth Protection Policy

A Texas 501(c)(3) public charity · EIN 41-3495612 · Adopted

29 August 2026 · Next review: annually

Range & Keep Initiative takes young people into the field with firearms. That is a privilege extended to us by parents, and it carries obligations that come before every other thing this organisation does. This policy states those obligations in writing so that they do not depend on any one person's memory or judgement.

The governing principle: the young person comes first. No hunt, no photograph, no donor, no partner and no schedule is more important than the safety of a participant. Any adult may stop any activity at any time on safety grounds and will be supported for doing so.

1. Scope and definitions

This policy applies to every director, officer, mentor, volunteer, contractor and guest who is present at any Range & Keep activity, and to every activity the organisation runs, funds or promotes.

- Participant — any person under 18 taking part in a Range & Keep activity.
- Guardian — the participant's parent or legal guardian.
- Mentor — a vetted adult approved to supervise a participant in the field.
- Adult — any person 18 or over present at an activity in any capacity.
- Founder — the officer responsible for vetting and for day-to-day safety decisions.

2. Screening and approval of adults

No adult has contact with a participant before this process is complete. There are no exceptions for friends, family, donors or partners.

2.1 Requirements

- Minimum age 21.
- A written application including full legal name, date of birth, address history and hunting experience.
- Two references contacted by the organisation, at least one non-family.
- An in-person or video interview with the Founder.
- A criminal background check through **Verified First**, including a national criminal database search, a county-level search for every county of residence in the past seven years, and the national sex offender registry together with the state registry for every state of residence.
- Re-screening every two years, and immediately upon any arrest or charge, which the adult must self-report.
- A signed acknowledgement of this policy (Appendix A), renewed annually.

2.2 Automatic disqualification

An adult is disqualified, permanently and without appeal, for any of the following:

- Any offence involving a child, including any sexual offence, exploitation, abuse, neglect or endangerment.

- Any sexual offence against any person.
- Registration on any sex offender registry.
- Any violent felony.
- Any offence that prohibits the person from possessing a firearm under state or federal law.
- Falsification or material omission on the application.

Other convictions are assessed individually by the Founder together with one director. A record of the decision and its reasoning is kept.

3. Supervision

3.1 A guardian attends. Every time.

A parent or legal guardian is present at every activity in which their child takes part. This is the organisation's central safeguard and it is not waived for convenience, for weather, for distance, or at the guardian's request. If the guardian cannot attend, the participant does not attend.

3.2 No adult is ever alone with a participant

- At least two approved adults, or one approved adult and the participant's guardian, are within sight or sound of a participant at all times.
- An adult who finds themselves alone with a participant moves immediately into the view of others.
- A blind, stand or vehicle holding a participant also holds their guardian or a second approved adult.

3.3 Transport

- Participants travel to and from activities with their own guardian.
- No adult transports a participant alone under any circumstances.
- If an emergency requires otherwise, the guardian is notified before the vehicle moves, and a second adult travels with them.

3.4 Overnight activities

- A participant's guardian is present overnight.
- No adult shares sleeping quarters with a participant who is not their own child.
- Sleeping arrangements are communicated to guardians in writing before the trip.

4. Firearms and field safety

Every participant completes firearm safety instruction before handling a firearm, and holds the hunter education certification and licences required for their age and activity in the state where the activity takes place.

4.1 The rules that are never relaxed

- Treat every firearm as loaded.
- Never point the muzzle at anything you are not willing to destroy.
- Keep your finger off the trigger until your sights are on the target and you have decided to fire.
- Be certain of your target and what is beyond it.

4.2 Control

- Firearms remain unloaded and cased or visibly open except at the point of use.
- Ammunition is held by the mentor and issued round by round.
- A participant never handles a loaded firearm without an approved adult within arm's reach.
- Eye and ear protection are worn at the range by everyone present.
- Every activity has a designated safety officer, named before it begins.

4.3 Alcohol and drugs — zero tolerance

No adult consumes alcohol, cannabis or any impairing substance during an activity or in the twelve hours before one. An adult who has done so is removed from the activity immediately and referred to the board. This applies to social settings attached to a hunt, including camps, lodges and meals.

5. Communication with participants

- All communication with a participant is copied to their guardian.
- No private one-to-one messaging, direct messaging, texting, calling or email between an adult and a participant.
- Adults do not connect with participants on personal social media accounts.
- Organisation channels are used for organisation business; personal accounts are not.

6. Photography, video and media

- No image or recording of a participant is captured or published without a media release signed by their guardian (Appendix B).
- Participants are not identified by full name in any public material.
- No image is published that discloses a participant's home, school or a precise hunt location, and location metadata is stripped before publication.
- A guardian may withdraw consent at any time, in writing, and the organisation removes the material from anything it controls.
- Adults do not photograph participants on personal devices for personal use.

7. Prohibited conduct

The following are grounds for immediate removal:

- Any physical contact of a sexual nature, or any sexualised comment, joke or image.
- Any form of corporal punishment, physical discipline or humiliation.
- Being alone and unobserved with a participant.
- Providing a participant with alcohol, tobacco, vapes, cannabis or any drug.
- Sharing sleeping quarters or bathing facilities with a participant who is not your own child.
- Private communication with a participant outside organisation channels.
- Handling a firearm while impaired.
- Photographing a participant for personal use.

8. Reporting suspected abuse

Every state requires suspected child abuse or neglect to be reported, but who must report, and how quickly, varies from state to state. Range + Keep does not rely on that difference. **Every adult connected to an activity — mentor, volunteer, staff or director — must report immediately**, to the child protection agency in the state where the child lives or where the incident occurred, whatever that state's minimum duty happens to be. In Texas, the organisation's home state, the duty is already universal: any person with reasonable cause must report immediately, licensed professionals within 48 hours, and failure to report is a criminal offence.

Childhelp National Child Abuse Hotline 1-800-422-4453 (24 hours, any state) Routes the caller to the responsible agency for the child's location.
Texas Abuse Hotline 1-800-252-5400 (24 hours) Online: txabusehotline.org

8.1 How to report

- Report to the child protection agency in the state where the child lives or where the incident occurred — in Texas, the Department of Family and Protective Services. Anywhere else, call the national hotline above or that state's agency directly. Report first. Do not wait for permission from anyone in this organisation.
- Then notify the Founder, so the organisation can act to protect the participant.
- If the concern involves the Founder, notify the organisation's designated safeguarding contact instead:
Elisa Gomez, Co-Founder and Treasurer — 702-807-8512

8.2 What the organisation does not do

- We do not investigate. Determining whether abuse occurred is the job of the state child protection agency and law enforcement, not of this organisation.
- We do not interview the child about the allegation.
- We do not warn the person the concern is about.
- We do not delay a report to gather more information.

8.3 Protection for the reporter

No one who reports a concern in good faith will face retaliation, exclusion or any adverse consequence, whatever the outcome of the report. Retaliation against a reporter is itself grounds for removal.

8.4 Interim measures

Any adult who is the subject of a report is suspended from all contact with participants while the matter is open. Suspension is not a finding; it is a precaution, and it is not optional.

9. Incidents and injuries

- Any injury, near miss, firearm handling error or safety breach is recorded in writing within 24 hours (Appendix C).
- The guardian is notified the same day.
- Records are retained for seven years, or until the participant turns 21, whichever is later.
- The board reviews all incident reports at each meeting.

10. Training, adoption and review

- Every adult reads this policy and signs Appendix A before their first activity, and annually thereafter.
- Guardians receive a copy before their child's first activity.
- The board reviews this policy annually and after any incident, and records the review in its minutes.
- This policy is published on the organisation's website.

Adopted by the Board of Directors of Range & Keep Initiative on:

29 August 2026

Signature — Board Chair

Signature — Founder

Appendix A • Adult acknowledgement

To be signed by every director, officer, mentor, volunteer and contractor before their first activity, and annually thereafter.

I have read the Range & Keep Initiative Youth Protection Policy in full. I understand it and I agree to follow it.

I understand that Range + Keep requires me to report any reasonable suspicion of child abuse or neglect immediately to the child protection agency in the state where the child lives or where the incident occurred — in Texas, the Department of Family and Protective Services at 1-800-252-5400; in any other state, the Childhelp National Child Abuse Hotline at 1-800-422-4453 or that state's agency — and that in many states, including Texas, failing to do so is a criminal offence.

I confirm that I have never been convicted of, or charged with, any offence involving a child or any sexual offence, and that I am not required to register on any sex offender registry. I agree to a criminal background check, to re-screening every two years, and to report immediately any arrest or charge against me.

I understand that breaking this policy will result in my removal from the organisation.

Printed name

Signature

Date

Appendix B • Guardian consent and media release

To be completed by a parent or legal guardian before a participant's first activity.

Participant name

Parent or legal guardian name

Phone (reachable during activities)

Consent

I give permission for my child to take part in Range & Keep Initiative activities, which include firearm handling, range shooting and guided hunting.

I understand and accept that I am required to attend every activity in which my child takes part, and that my child may not attend without me.

I have read the Youth Protection Policy and agree to follow it.

Media release — choose one

☐ I give permission for photographs and video of my child to be used by Range & Keep Initiative in its materials, website and social media, on the understanding that my child will not be identified by full name and that no location or identifying detail will be published.

☐ I do not give permission for images of my child to be used.

I understand I may withdraw this permission at any time in writing.

Signature of parent or legal guardian

Date

Appendix C • Incident report

Completed within 24 hours of any injury, near miss, firearm handling error, safety breach or safeguarding concern.

Date and time of incident

Location

Person completing this report

Participants involved

Adults present

What happened — factual account only, no opinion or conclusion:

Action taken at the time:

Guardian notified — date, time and by whom:

Reported to any outside authority? If so, which, and when:

Signature

Date

This document is a policy template prepared for Range & Keep Initiative. It is not legal advice. Before adoption it should be reviewed by an attorney and by the organisation's insurer, both of whom may require additions specific to your coverage, your activities, and the states in which you operate.