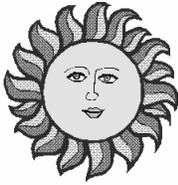


# Office of the Seneschal, Kingdom of Atenveldt



Thegn Robin Huxley of Lands End, Pel  
c/o Dan Anderson,  
1802 N 11<sup>th</sup> St, Phoenix, AZ 85006,  
602-258-3914,  
seneschal@atenveldt.com

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## ***Kingdom of Atenveldt Policy for Addressing Transgressions by Minors at SCA Events***

*(Date last reviewed: November 25, 2005)*

The Kingdom of Atenveldt, Society for Creative Anachronism, Inc. (SCA), is a not-for-profit, educational organization that studies western European history by recreating the "best" pastimes and crafts of the Middle-Ages. Our members depend on the fact that our activities are conducted in a safe, recreational atmosphere appropriate for spending time with their families and friends. Everyone attending SCA events is therefore expected to understand, respect and abide by site regulations and modern law. This includes adults of all ages, and the minors in their care.

The guidelines presented here are provided to ensure that:

- **Parents and temporary guardians understand they hold primary responsibility for the behavior of the minor children in their care at SCA events.** Young children attending SCA events are expected to be under the supervision of a responsible adult. Older children who require less direct supervision are expected to know and abide by the rules. Most importantly, parents and temporary guardians are expected to make sure that minors know both the standards of behavior expected at an SCA event, and the consequences that the SCA will impose on the parent/guardian and the minor if the minors misbehave.
- **Officers, autocrats, and the hosting Crown and Baron and Baroness understand the actions to take when misbehavior of minors is brought to their attention at events.** The SCA and representatives of the Kingdom of Atenveldt are not in the business of seeking out minors to discipline, and we are not mandated to conduct investigations of incidents where there are possible breaches of modern law (this is the responsibility of local authorities and police). But we must provide guidelines to help assure that incidents involving minors are dealt with in a uniform fashion when they are brought to the attention of officers, autocrats, and hosting Royalty.

### ***Suggested Subjects of Discussion with Minors Before an SCA Event***

The SCA expects parents and temporary guardians to sit down with the minors in their care **prior** to attending an SCA event to clarify and discuss behavior at the event. Specifically, the SCA asks that parents/temporary guardians review the following items:

1. Define expectations for the minors during the event (where they will be, what they are allowed to do, when they must ask for permission to do things, etc.).
2. As a family, familiarize everyone with SCA rules of behavior, and the site rules for the specific event you are attending. Be sure and check the event curfews for minors, and make sure everyone in the family understands them.
3. Define persons of authority for children, and insist that children abide by their instructions.
4. Make sure young children are under the direct supervision of the parents/temporary guardian, or under the direct supervision of other adults designated by the parents/temporary guardians.
5. Make sure young children wear identification of who they are and where parents/temporary guardians can be found (your name, your encampment, etc.).

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6. Make sure that older children carry identification showing their age and identifying their parent/guardian at the event. ***This is extremely important when a minor is injured and the parent/guardian is not in the immediate vicinity.***
7. In the case of young persons who are old enough to participate without constant supervision, establish frequent "check in" times and places.
8. Encourage young people to behave chivalrously and courteously at all times, respecting the feelings and possessions of others.
9. Discuss the importance of remaining free of illegal drugs and alcohol.
10. Define the consequences that misbehavior by a minor may have for parents/temporary guardians and for minors.

## ***Atenveldt Curfew for Minors at Camping & Evening Events***

The SCA believes that parents/temporary guardians have a special responsibility to supervise minors after dark at camping events. This includes having parents/temporary guardians set time limits by which minors must be within the boundaries of their own encampments, or in the company of an adult designated by the parent/temporary guardian.

While the SCA is not in the business of proactively enforcing minor curfews at events (meaning SCA Security is not charged with seeking out unsupervised minors), the Kingdom does need to have curfew guidelines to apply when unsupervised minors are found or brought to the attention of security, officers, autocrats, and hosting Royalty.

To this end, all SCA groups in Atenveldt that hold overnight camping or evening events will be required to provide parents with the applicable minor curfews as part of the published event articles, site regulations, and gate books for their events. This requirement will go into effect as of October 2004.

SCA groups shall use the following guideline to select the curfew guidelines to publish and follow for their event:

1. When the ***site agreement*** has defined curfews for minors, those curfews will be published and followed.
2. When the ***local jurisdiction*** (city, county, etc.) has defined curfews for minors, those curfews will be published and followed.
3. When there are no minor curfews defined by the site agreement or the local jurisdiction, SCA groups holding overnight camping/evening events in Atenveldt will publish and follow the below listed ***Atenveldt Kingdom Curfew for Minors:***
  - a. Minors 12 and under must be in their own camp or escorted by an adult after 10 PM.
  - b. Minors 13 to 17 years old must be in their own camp or escorted by an adult after 1 AM.

When site and/or local jurisdiction curfews exist, the SCA group will publish and follow the most stringent curfew applicable for the event (either the site, local jurisdiction or Kingdom curfew).

## ***Possible SCA Restrictions for Parents, Guardians, and Minors***

While the Kingdom of Atenveldt does not intend to pre-empt the right of parents to rear their children as they see fit, or to charge SCA officers or security with a mandate to seek out transgressions by minors, the Kingdom does wish to clarify that the SCA reserves the right to impose restrictions and consequences

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when minors disregard the rules at SCA events and it is brought to the attention of officers, autocrats and/or hosting Royalty.

SCA consequences may include any or all of the following happening at the time of the event: a verbal report of the incident made to the parent/temporary guardian, a written report filed with the Seneschal responsible for hosting the event, and/or a requirement that the parent/temporary guardian and all minors in their care leave the event without refund.

Following an SCA event, an SCA Seneschal may also send written notifications of restrictions that will be imposed at future SCA events. These may include stating that (for a specified period of time) someone may not serve as a temporary guardian for minors at events hosted by that local group, or that (for a specified period of time) the minor may only attend events with their parents (not with a temporary guardian), and/or that (for a specified period of time) the minor and their parents are banned from attending any SCA events held by that local group.

Appeals requesting refund of withheld site fees and/or reversal of restrictions may be submitted as follows:

- When restrictions are imposed by a local Seneschal, a written appeal may be sent to the Kingdom Seneschal.
- When restrictions are imposed by the Kingdom Seneschal, a written appeal may be sent to the Society Seneschal.

Appeals must include the details of the events (time, date, location), a stated reason for the reversal, the modern and SCA names of minors and adults named in the restrictions, and the names and written statements of individuals who were present during the events who dispute the decisions.

## ***SCA Priorities When Minors Misbehave***

When confronted with situations involving minors, officers, autocrats, and the Crown or Baron and Baroness hosting the event are expected to abide by the following priorities (listed in order of importance):

1. **The health and safety of the minor is the first priority.** If the minor needs medical attention, that issue must be dealt with first.
2. **Parents or legal guardians for the minor must be involved as soon as possible. All efforts should be taken to locate the responsible parent/guardian.** Other than actions required to locate the parent/temporary guardian at the event, all interactions between the minor and officers, autocrats, and hosting Royalty at an event must take place in the presence of the parent or temporary guardian for the minor.
3. **All incidents involving transgressions by minors at events must be documented and included in a report to the responsible Seneschal, with a copy sent to the Kingdom Seneschal.** The report must include the modern and SCA names of the minors and the parents/guardians, their contact information, a description of the problem, and a list of all actions taken to resolve the issue, and copies of all minor waivers, and applicable temporary guardian forms.
4. **Local authorities must be called to the event, and police reports filed (when police indicate a report is appropriate), for all incidents involving minors and possible breaches of modern law at an event.** This requirement is established by the SCA corporate office, and Kingdom and local officers, autocrats and hosting Royalty who do not contact local authorities when such an incident occurs may be subject to sanctions by the SCA.

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## ***Definition of Two Categories of Misconduct by Minors***

The Kingdom of Atenveldt recognizes that some breaches of rules by minors are more serious than others. To assure the fairest possible handling of situations involving minors, Atenveldt officers, autocrats and hosting Royalty are asked to address transgressions differently depending on the nature of the transgression as follows:

**MISCONDUCT CATEGORY 1:** This category includes incidents of unrepentant or repeated incidents of rude, disruptive or disrespectful behavior; violations of event curfews; disrespect for personal property; actions that could endanger the safety of others; parents/guardians who leave young children unattended; and other breaches of SCA rules and site regulations.

**MISCONDUCT CATEGORY 2:** This category includes incidents of destruction of property (personal, SCA or site), acts of violence, incidents involving underage drinking, illegal drugs, sexual misconduct, theft, and other breaches of modern law. In these cases, the local authorities must be called, and a police report filed (when police indicate a report is appropriate).

The SCA also understands that there are some circumstances where repeated breaches of rules, or actions that endanger the Society, may fall outside the categories defined above. In those cases, the Kingdom Seneschal reserves the right to impose restrictions on the parents/guardians and minors involved as deemed appropriate.

### ***What Officers, Autocrats & the Hosting Crown or Territorial Baron/Baroness Do When Misbehavior Of Minors Is Reported***

All actions taken by officers, autocrats, and the Crown/Territorial Baron/Baroness hosting the event (except those taken to locate the parent/temporary guardian at the event), must be taken in the presence of the parent or guardian for the minor.

In cases where the parent or guardian cannot be immediately located, the minor should be taken to their encampment and left in the care of two adults while the parent/guardian is located, OR to an autocrat's point until the parent/guardian can be located. ***At no point should a minor be left unattended, or in the care of less than two adults.***

## **MISCONDUCT CATEGORY 1:**

**First Offense:** When misconduct is reported to an SCA officer, autocrat or the Crown/Territorial Baron/Baroness hosting the event, they will take the following ***minimum*** actions:

1. The parent or guardian will be located and told the details of the misbehavior. If the minor is in the care of a temporary guardian, an earnest attempt must be made to phone the parents of the minor to explain the misbehavior.
2. With the parent or guardian present, the minor will be told the details of the misbehavior.
3. The parent/guardian and minor will be told that the incident must be reported, and that additional incidents at the same event (i.e., failure of the parent/guardian and minor to correct the behavior at the current event), or future misconduct at a different event, may result in more serious consequences.
4. The incident will be documented in a report filed with the Seneschal of the hosting group, and the Crown/Territorial Baron/Baroness hosting the event (where applicable) within 30 days after the event. A copy of the report must be sent to the Kingdom Seneschal.

**Second Offense:** When misconduct is reported to an SCA officer, autocrat or the Crown/Territorial Baron/Baroness hosting the event, they will take all actions taken for a **First Offense** and the following additional ***minimum*** actions:

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5. The Seneschal of the hosting group, the autocrat, and the Sheriff in charge of security for the event (if applicable) will meet and agree that this is a repeat incident of misbehavior (i.e., a “second offense”), and that the second offense requires additional action. Second offenses must follow a “first offense” to be documented at the same event, or a first offense documented in the Seneschal files within the last year.
6. When in agreement that this is a “second offense”, the Seneschal of the hosting group, the autocrat, or the Sheriff in charge of security for the event (if applicable) will:
  - a. Inform the parent/guardian that the parent/guardian and all minors in their care must leave the event without refund.
  - b. In the case where the minor is attending the event with a temporary guardian, the temporary guardian, and all minors for whom that adult serves as parent/guardian, must leave the event without refund.
  - c. In the case where more than one parent is present at the event, only the parent who signed the MINOR’S CONSENT TO PARTICIPATE AND HOLD HARMLESS AGREEMENT (the “Minor’s Waiver”), and the minor children for whom that adult has signed Minor Waivers, will be required to leave the event without refund.
7. Within 45 days following the event, the Seneschal of the hosting group will take the following actions:
  - a. If the minor was in the care of a temporary guardian, the local Seneschal will send a letter to the temporary guardian explaining that they may no longer serve as a temporary guardian for minors attending events hosted by that local group, and that involvement in future transgressions may result in banning the member from attending SCA events. The term of restrictions shall be determined by the Seneschal.
  - b. The local Seneschal will send a letter to the parents of the minor explaining that an additional incident may result in banning the minor and parents from attending SCA events.Copies of all letter(s) must be kept in the local group Seneschal’s files, with copies sent to the Crown/Territorial Baron/Baroness hosting the event (where applicable) and the Kingdom Seneschal.

**Third Offense:** The SCA officer, autocrat or the Crown/Territorial Baron/Baroness hosting the event will take all actions taken for a **Second Offense** except item 7b becomes:

7. Within 45 days following the event, the Seneschal of the hosting group will take the following actions:
  - b. The local Seneschal will send a letter to the parents of the minor explaining that the parents and/or minor may no longer attend SCA events hosted by that local group. The term of the restriction shall be determined by the Seneschal. The ban may be tailored and made specific to camping events, locally hosted events, Kingdom Calendar Events, fighter practices, and/or demos as deemed appropriate.

Copies of this letter must be kept in the local group Seneschal’s files, with copies sent to the Crown/Territorial Baron/Baroness hosting the event (where applicable) and the Kingdom Seneschal.

## MISCONDUCT CATEGORY 2:

**First Offense:** The SCA officer, autocrat or Royalty will take the following *minimum* actions:

1. The parent or guardian must be located and told the details of the misbehavior. If the minor is in the care of a temporary guardian, an earnest attempt must be made to phone the parents of the minor to explain the misbehavior.
2. With the parent or guardian present, the minor must be told the details of the misbehavior.
3. The responsible Seneschal of the hosting group and the autocrat must meet and determine whether the incident falls into MISCONDUCT CATEGORY 2. When it does, they must call local authorities to the event, so local authorities can investigate and take the appropriate actions. Note that this requirement is established by the SCA corporate office. Officers, autocrats and hosting Royalty who do not contact local authorities when such an incident occurs may be subject to sanctions by the SCA.

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4. In addition to calling local authorities, the Seneschal of the hosting group, the autocrat, or the Sheriff in charge of security for the event (if applicable) will also:
  - a. Inform the parent/guardian that the parent/guardian and all minors in their care must leave the event without refund.
  - b. In the case where the minor is attending the event with a temporary guardian, the temporary guardian, and all minors for whom that adult serves as parent/guardian, must leave the event without refund.
  - c. In the case where more than one parent is present at the event, only the parent who signed the MINOR'S CONSENT TO PARTICIPATE AND HOLD HARMLESS AGREEMENT (the "Minor's Waiver"), and the minor children for whom that adult has signed Minor Waivers, will be required to leave the event without refund.
5. Immediately (no later than 30 days) following the event, the Seneschal of the hosting group must submit a written report of the incident to the Kingdom Seneschal. This report must include all details of the incident including modern/SCA names and contact information for those involved, copies of waivers and consent forms for the parents/guardians and minors, copies of all letters sent to parents and/or temporary guardians, and information about any actions taken by local authorities and/or police reports made.
6. Within 45 days following the event, the Seneschal of the hosting group (or the Kingdom Seneschal as deemed appropriate) must take the following actions:
  - a. If the minor was in the care of a temporary guardian, the Seneschal must send a letter to the temporary guardian explaining that they may no longer serve as a temporary guardian for minors attending SCA events, and that involvement in future transgressions may result in banning the member from attending SCA events. The term of restrictions shall be determined by the Seneschal.
  - b. The Seneschal must send a letter to the parents of the minor explaining that an additional incident may result in banning the minor and parents from attending SCA events.Copies of all letter(s) must be kept in the local Seneschal's files, with copies sent to the Crown/Territorial Baron/Baroness hosting the event (where applicable) and the Kingdom Seneschal.

**Second Offense:** The SCA officer, autocrat or Royalty must take all actions taken for a **First Offense** except item 6b becomes:

6. Within 45 days following the event, the Seneschal of the hosting group (or the Kingdom Seneschal as deemed appropriate) must take the following actions:
  - b. The Seneschal must send a letter to the parent of the minor explaining that the parent and/or minor may no longer attend SCA events. The term of this restriction shall be determined by the Seneschal. This ban may be tailored and made specific to camping events, locally hosted events, Kingdom Calendar Events, fighter practices, and/or demos as deemed appropriate.

Copies of this letter must be kept in the local group Seneschal's files, with copies sent to the Crown/Territorial Baron/Baroness hosting the event (where applicable) and the Kingdom Seneschal.

## **Conclusion**

The intent of these guidelines is to assist parents, guardians, minors, officers, autocrats, and hosting Royalty in understanding the consequences the SCA will impose when minors misbehave at events. It is the hope of the Kingdom Seneschal's office that this clarification will allow parents and their children to continue to participate in SCA activities for many years to come.

Thegn Robin Huxley of Lands End, Pel  
Atenveldt Kingdom Seneschal