



USA SELECT NYFL

And Member State Leagues

Safe Sport Policy

Table of Contents

Introduction - 2

Definitions - 5

Strategies to Recognize, Reduce, and Respond to Misconduct in Sport

Strategy 1: Athlete Protection - 6

Strategy 2: Screening Volunteers - 13

Strategy 3: Training and Education - 16

Strategy 4: Supervision of Athletes - 17

Strategy 5: Responding to Abuse, Misconduct and Policy Violations - 26

Strategy 6: Monitoring - 35

Appendix A: Background Check Criterion Offenses for Volunteers - 36

Appendix B: Participant Authorization to Use Name, Likeness and Voice - 38

Appendix C: Incident Report Form - 39

Appendix D: Documentation Form for SafeSport Committee Use - 41

Introduction¹

There are many reasons to play football. It encourages a healthy lifestyle, builds self-confidence and teaches important life lessons about teamwork and discipline. Football players, and athletes in general, also do better off the field. Athletes learn goal-setting, teamwork and time management skills; they are less likely to use cigarettes, drugs and alcohol; they have higher graduation rates and are more likely to attend college.

Unfortunately, youth sports, including football, can also be a high-risk environment for misconduct, including child physical and sexual abuse.

Misconduct may damage an athlete's psychological well-being. Athletes who have been mistreated experience social embarrassment, emotional turmoil, psychological scars, loss of self-esteem and negative impacts on family, friends and the sport. Misconduct often hurts an athlete's competitive performance and may cause him or her to stop participating in sports entirely.

Here, we identify six primary types of misconduct:

1. Bullying
2. Harassment
3. Hazing
4. Emotional Misconduct
5. Physical Misconduct
6. Sexual Misconduct, including Child Sexual Abuse

This Organization is committed to protecting and improving the development and safety of athletes and participants involved in football.

This policy is a resource to guide the development, implementation and internal review of effective athlete safety and misconduct prevention strategies for its programs and events.

All forms of misconduct are intolerable and are in direct conflict with this Organization's ideals.

¹ This policy has been adapted from the U.S. Olympic Committee "SafeSport" program, a guide to prevent misconduct in sport. United States Olympic Committee, *Recognizing, Reducing, and Responding to Misconduct in Sport: Creating Your Strategy*, <http://www.teamusa.org/For-Clubs/Build-your-plan/Create-Your-Strategy>.

What's In The Policy?

This organization has adopted six strategies recommended by the Centers for Disease Control and Prevention (CDC) to recognize, reduce and respond to child physical and sexual abuse and other types of misconduct in sport.² These strategies include:

Strategy 1: Misconduct in Sport - 6

SafeSport Committee - 6

Sexual Misconduct - 7

Child Sexual Abuse - 8

Physical Misconduct -8

Emotional Misconduct - 9

Bullying - 10

Harassment - 10

Hazing - 11

Willfully Tolerating Misconduct - 12

Strategy 2: Screening Volunteers - 13

Background Check Policy - 13

Duty of Full Disclosure - 13

Criminal Background Check Process - 14

Strategy 3: Sex Abuse Prevention and Other Misconduct Training and Education – 16

(continued)

² See Saul J, Audage NC. *Preventing Child Sexual Abuse Within Youth-serving Organizations: Getting Started on Policies and Procedures*. Atlanta (GA): Centers for Disease Control and Prevention, National Center for Injury Prevention and Control; 2007.

Strategy 4: Supervision of Athletes and Participants - 16

One-On-One Interactions - 16

Physical Contact with Athletes - 17

Electronic Communications and Social Media Policy - 19

Locker Rooms and Changing Areas - 20

Travel - 21

Strategy 5: Responding to Abuse, Misconduct and Policy Violations 26

SafeSport Committee Operation - 26

Reporting Policy - 26

Reporting Procedure - 29

Confidentiality, Anonymous Reporting and Bad Faith Allegations - 29

How Reports Are Handled - 31

Disciplinary Rules and Procedures – 32

Media Policy - 34

Strategy 6: Monitoring the Organization's Policy - 35

Monitoring Compliance With Policies And Procedures - 35

Monitoring Methods - 35

Responding To Interactions - 35

Reporting - 35

Definitions

This section defines key words and concepts used throughout this Safe Sport Policy Handbook. The definitions set forth are intended to be universal in nature; however, some definitions vary by state. For example, the legal definition of child abuse is determined by each individual state. Guidelines concerning specific states may be found by visiting the Child Welfare Information Gateway at www.childwelfare.gov.

ATHLETE: Any player who participates in any practice, drills, camps of Organization.

CHILD, CHILDREN, MINOR, AND YOUTH: Anyone under the age of 18. The terms child, children, minor, and youth are used interchangeably throughout these policies.

COACH: Any adult who has or shares the responsibility for instructing, teaching, schooling, training, or advising an athlete under the auspices of the Organization.

MISCONDUCT: Conduct that results in harm, the potential for harm, or the imminent threat of harm. Age is irrelevant to misconduct. There are six primary types of misconduct in sport: emotional misconduct, physical misconduct, sexual misconduct, harassment, hazing, and bullying.

ORGANIZATION: The youth football organization that adopted this SafeSport policy.

SAFESPORT COMMITTEE: Committee formed by the Organization that manages any and all allegations of misconduct, abuse and policy violations. The SafeSport Committee reports to the Board of Directors.

VOLUNTEER: Any individual providing service to the Organization, including board members, administrators, coaches, assistant coaches, trainers, and team moms.

Strategy 1: Athlete Protection Policy

Overview

In the event that any Organization volunteer observes inappropriate behaviors, suspected physical or sexual abuse, or misconduct, it is the personal responsibility of each administrator or volunteer to immediately report his or her observations to the Organization's SafeSport Committee or a board member.

This Organization is committed to creating a safe and positive environment for athletes' physical, emotional and social development and to ensuring that it promotes an environment free of misconduct.

Administrators and volunteers should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to appropriate law enforcement authorities. Instead, it is the responsibility of each volunteer to immediately report suspicions or allegations of child physical or sexual abuse to a board member or the SafeSport Committee and if required, a law enforcement agency.

This organization recognizes that the process for training and motivating athletes will vary with each coach and athlete, but it is nevertheless important for everyone involved in sport to support the use of motivational and training methods that avoid misconduct.

SafeSport Policy Application

This Policy applies to the Organization's Volunteers and staff as well as to athletes and participants, including spectators. The Organization's Volunteers, athletes and participants shall refrain from all forms of misconduct, which include:

1. Sexual misconduct, including child sexual abuse
2. Physical misconduct
3. Emotional misconduct
4. Bullying
5. Harassment
6. Hazing

SafeSport Committee

The Organization shall form a "SafeSport Committee" to implement this policy and manage any suspicions or allegations of misconduct, abuse, and policy violations. The SafeSport Committee will be comprised of at least three members of the Organization's board of

directors, represent a cross-section of the league in order to uphold a sense of impartiality; and each member should hold a current SafeSport certification.³

PROHIBITED CONDUCT

Sexual Misconduct

- Any touching or non-touching sexual interaction that is (a) nonconsensual or forced, (b) coerced or manipulated, or (c) perpetrated in an aggressive, harassing, exploitative or threatening manner;
- Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative; or
- Any act or conduct described as sexual abuse or misconduct under federal or state law (e.g. sexual abuse, sexual exploitation, rape).

Note: An imbalance of power is always assumed between a coach and an athlete.

Types of sexual misconduct include:

1. Sexual assault;
2. Sexual harassment;
3. Sexual abuse; and
4. Any other sexual intimacies that exploit an athlete. Minors cannot consent to sexual activity with an adult and all sexual interaction between an adult and a minor is strictly prohibited.

Examples of sexual misconduct prohibited under this Policy include, without limitation:

1. **Touching offenses.** Behaviors that include:
 - a. Fondling an athlete's breasts or buttocks;
 - b. Exchange of reward in sport (e.g., team placement, scores, feedback) for sexual favors;
 - c. Genital contact; and
 - d. Sexual relations or intimacies between persons in a position of trust, authority and/or evaluative and supervisory control over athletes or other sport participants.

³ You may sign up to take the SafeSport training for free here: <http://training.teamusa.org/store/details/1>. Click on "Add to Bag" at the bottom right. Then click "Check Out" to sign up for the training. Your organization can provide additional instructions as needed.

2. **Non-touching offenses.** Behaviors that include:

- a. A coach discussing his or her sex life with an athlete;
- b. A coach asking an athlete about his or her sex life;
- c. Coach requesting or sending a nude or partial-dress photo to athlete;
- d. Exposing athletes to pornographic material;
- e. Sending athletes sexually explicit or suggestive electronic or written messages or photos (e.g. "sexting");
- f. Deliberately exposing an athlete to sexual acts;
- g. Deliberately exposing an athlete to nudity (except in situations where locker rooms and changing areas are shared);
- h. Sexual harassment; specifically, the sexual solicitation, physical advances or verbal or nonverbal conduct that is sexual in nature; and
 - i. Is unwelcome, offensive or creates a hostile environment, and the offending individual knows or is told this; and
 - ii. Is sufficiently severe or intense to be harassing to a reasonable person in the context.

Child Sexual Abuse

1. Any sexual activity with a child where consent is not or cannot be given. This includes sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception or the child understands the sexual nature of the activity.

Note concerning peer-to-peer child sexual abuse: Sexual contact between minors also can be abusive. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power and/or intellectual capabilities. Allegations or suspicions of peer-to-peer child sexual abuse should be reported to the SafeSport Committee.

2. Any act or conduct described as child sexual abuse under federal or state law.
3. Sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as verbal acts, sexually suggestive electronic or written communications, exposure or voyeurism.

Physical Misconduct

1. Contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to an athlete or other sport participants; or
2. Any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).

Physical misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance.

Examples of physical misconduct prohibited by this Policy include, without limitation:

1. **Contact offenses.** Prohibited behaviors include:

- a. Punching, beating, biting, striking, choking or slapping an athlete;
- b. Intentionally hitting an athlete with objects or sporting equipment;
- c. Providing alcohol to an athlete under the legal drinking age;
- d. Providing illegal drugs or non-prescribed medications to any athlete;
- e. Encouraging or permitting an athlete to return to play prematurely following a serious injury (e.g., a concussion) and without the clearance of a medical professional;
- f. Prescribing dieting or other weight-control methods (e.g., weigh-ins, caliper tests) without regard for the nutritional well-being and health of athlete.

2. **Non-contact offenses.** Prohibited behaviors include:

- a. Isolating an athlete in a confined space (e.g., locking an athlete in a small space);
- b. Forcing an athlete to assume a painful stance or position for no athletic purpose (e.g. Requiring an athlete to kneel on a harmful surface);
- c. Withholding, recommending against or denying adequate hydration, nutrition, medical attention or sleep.

Emotional Misconduct

1. A pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to an athlete. Non-contact behaviors include:

- a. Verbal acts
- b. Physical acts
- c. Acts that deny attention or support

2. Any act or conduct described as emotional abuse or misconduct under federal or state law (e.g. child abuse, child neglect).

Emotional misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, discipline or improving athletic performance.

Examples of emotional misconduct prohibited by this policy include, without limitation:

1. **Verbal Acts.** A pattern of verbal behaviors that (a) attack an athlete personally (e.g., calling him or her worthless, fat or disgusting) or (b) repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive training or motivational purpose.
2. **Physical Acts.** A pattern of physically aggressive behaviors, such as (a) throwing sport equipment, water bottles or chairs at, or in the presence of, participants; or (b) punching walls, windows or other objects.
3. **Acts that Deny Attention and Support.** A pattern of (a) ignoring an athlete for extended periods of time or (b) routinely or arbitrarily excluding participants from practice.

Note: Bullying, harassment and hazing, defined below, often involve some form of physical misconduct.

Bullying

1. An intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership.
2. Any act or conduct described as bullying under federal or state law.

Bullying does not include group or team behaviors that (a) are meant to establish normative team behaviors, or (b) promote team cohesion. For example, bullying does not include verbal admonitions to encourage team members to train harder and to push through a difficult training regimen.

Examples of bullying prohibited by this Policy include, without limitation:

1. **Physical behaviors.** Behaviors that include (a) hitting, pushing, punching, beating, biting, striking, kicking, choking or slapping an athlete; (b) throwing at or hitting an athlete with objects such as sporting equipment.
2. **Verbal and emotional behaviors.** Behaviors that include (a) teasing, ridiculing, intimidating; (b) spreading rumors or making false statements; or (c) using electronic communications, social media or other technology to harass, frighten, intimidate or humiliate ("cyber bullying").

Harassment

1. A repeated pattern of physical and/or non-physical behaviors that (a) are intended to cause fear, humiliation or annoyance, (b) offend or degrade, (c) create a hostile environment or (d) reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race,

ethnicity, culture, religion, sexual orientation, gender expression or mental or physical disability; or

2. Any act or conduct described as harassment under federal or state law

Examples of harassment prohibited by this Policy include, without limitation:

1. **Physical offenses.** Behaviors that include (a) hitting, pushing, punching, beating, biting, striking, kicking, choking or slapping an athlete or participant; (b) throwing at or hitting an athlete with objects including sporting equipment.
2. **Non-physical offenses.** Behaviors that include (a) making negative or disparaging comments about an athlete's sexual orientation, gender expression, disability, religion, skin color, or ethnic traits; (b) displaying offensive materials, gestures, or symbols; (c) withholding or reducing playing time to an athlete based on his or her sexual orientation.

Hazing

1. Coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members; or
2. Any act or conduct described as hazing under federal or state law

Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion.

Examples of hazing prohibited by this Policy include, without limitation:

1. Requiring, forcing or otherwise requiring the consumption of alcohol or illegal drugs;
2. Tying, taping or otherwise physically restraining an athlete;
3. Sexual simulations or sexual acts of any nature;
4. Sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food;
5. Social actions (e.g. Grossly inappropriate or provocative clothing) or public displays (e.g. Public nudity) that are illegal or meant to draw ridicule;
6. Beating, paddling or other forms of physical assault; and
7. Excessive training requirements focused on individuals on a team.

Comment: Activities that fit the definition of hazing are considered to be hazing regardless of an athlete's willingness to cooperate or participate.

Willfully Tolerating Misconduct

It is a violation of this SafeSport Policy if an Organization Volunteer knows of misconduct, but takes no action to intervene on behalf of the athlete(s), participant(s) or organization member(s).

Reporting

Although these policies are designed to reduce child sexual abuse and other misconduct, it can still occur. All administrators and volunteers of the Organization shall follow the reporting procedures set forth in the Organization's Reporting Policy.

The Organization does not investigate suspicions or allegations of child physical or sexual abuse, or attempt to evaluate the credibility or validity of such allegations, as a condition of reporting suspicions or allegations to the appropriate law enforcement authorities.

Violations

Violations of the SafeSport Policy shall be reported pursuant to the Reporting Policy and will be addressed under the Disciplinary Rules and Procedure.

Strategy 2: Screening Volunteers

The SafeSport Committee conducts a criminal background check on administrators, board members, coaches and all other volunteers who will have routine access to participants and minor athletes. The information revealed by the criminal background check may disqualify a potential volunteer from working with the organization in any capacity. Making a reasonable effort to obtain past criminal behaviors reduces the chance that athletes and other participants will come in contact with potentially dangerous individuals.

Although effective in eliminating potential volunteers who have been arrested, charged and convicted for a crime, a background check is only one component of the effort to prevent misconduct.

Background Check Policy

Persons Required to Submit to a Criminal Background Check

1. All of the organization's volunteers shall consent to and pass a criminal background check before performing services for the organization and at an interval not exceeding two years. (See Appendix A for a description of criterion offenses.)
2. All volunteer contractors shall consent to and pass a criminal background check before performing services for the organization and at an interval not exceeding two years if the volunteer, temporary worker or independent contractor:
 3. Is working or volunteering *for* the organization (e.g., we hired, recruited or retained the person. It is our volunteer, not another group's volunteer);
 4. May not always be directly supervised by an organization volunteer (e.g., the volunteer recording player heights and weights does not need a background check); and
 - a. Has more contact with youth players than the general public (e.g., access to the playing field or locker rooms, and/or has physical contact with players);
 - b. Has access to confidential personal or financial information.

OR

5. All adult participants in an event or program where such adults are supervising minors and/or staying in accommodations paid for by the organization.

Duty of Full Disclosure

Each applicant has the affirmative duty to disclose his or her criminal history. Failing to disclose or intentionally misrepresenting an arrest plea or conviction history in an application or any other information provided by an applicant during the screening process is grounds for volunteer dismissal and/or membership revocation or restriction, regardless of when the offense is discovered. The duty to disclose is relevant in the following situations:

1. If an applicant (1) is arrested, (2) pleads or (3) is convicted of a crime other than a traffic offense during the screening process, the applicant is required to disclose such information immediately.
2. In the event a person is serving as an employee, contractor or volunteer and (1) is arrested, (2) pleads or (3) is convicted after the completion of the screening process, he or she has an affirmative duty to disclose such information immediately to the organization's board. Breach of this affirmative duty is grounds for dismissal.
3. Any applicant who has been banned by another sport or youth organization, as temporarily or permanently ineligible, must self-disclose this information. A failure to disclose is a basis for disqualification for potential applicants or termination for existing employees/volunteers.

Criminal Background Check Process

1. All applicants who meet the above criteria will be asked to undergo a criminal background check with the organization's approved third party vendor that complies with the Fair Credit Reporting Act before providing services for the organization. Through this criminal background check, the organization will utilize reasonable efforts to ascertain past criminal history of an applicant. An applicant must receive a green light score (described below) from the background check vendor before he or she may perform services for USAFB.
2. The criminal background check vendor will, at a minimum and without limitation:
 - a. Perform a national search of state criminal repositories for evidence of criterion offenses (listed in Appendix A);
 - b. Perform a search of state sexual offender registries; and
 - c. Verify a person's identification against his or her social security number or other personal identifier.
 - d. The Organization's criminal background check vendor may also check motor vehicle records of employees and contractors who will operate motor vehicles as part of their job responsibilities.
3. The Organization's criminal background check vendor will return a "red light" or "green light" score.
 - a. A **green light** score means that the background check vendor located no records that would disqualify the applicant. A green light score, however, is not a certification of safety or permission to bypass/ignore other screening efforts. Other

disqualifying factors may exist and can be revealed through an interview, reference checks and a completed application.

Note: A “green light” finding does not mean that an individual is safe to work with children. Instead a “green light” indicates that no criminal history was found that would disqualify the individual from working with children.

- b. A **red light** finding means the criminal background check revealed criminal records that suggest the applicant “does not meet the criteria” and is not suitable for organization employment or volunteer assignment. Individuals who are subject to disqualification under a “red light” finding may challenge the accuracy of the reported information produced by the criminal background check vendor.
4. **Appeal.** Any disqualified individual has the right to dispute the findings of the criminal background check directly with the Organization’s approved criminal background check vendor. A disqualified individual may not appeal the automatic disqualification or the results of the findings of the criminal background check vendor to the Organization. The Organization will accept the findings of the approved criminal background check vendor.
5. Notice of findings will be provided to:
 - a. The organization’s SafeSport Committee; and
 - b. Where relevant, the organization’s board or president; and
 - c. Other designated individuals, where necessary to protect the safety of minors. Whenever possible, all that will be communicated is that the applicant is or is not eligible to participate in the Organization’s activities.
6. **Organization Action.** This organization will not engage in an individualized determination for volunteers or temporary workers. If its criminal background check vendor issues a red light, that individual will be ineligible to participate in Organization activities unless and until Organization’s background check vendor issues a green light. The individual may engage in the appeal process directly with the background check vendor.
7. **Confidentiality.** Unless a red light is issued, the organization is not privy to any information submitted by prospective or current volunteer to the background check provider or any information found by the provider. All materials sent to the organization under these circumstances shall be kept confidential among the board.

A background check neither predicts nor prevents future crimes, so a clear background check alone is not proof that a volunteer will not violate the SafeSport Policy.

Strategy 3: Sex Abuse Prevention and Other Misconduct Training and Education

It is the Organization's policy that board members, administrators, the coaching staff, team managers and any and all volunteers who have routine access to minor athletes (collectively, "Organization Volunteers") are required to report abuse and misconduct. To do so, Organization Volunteers should have a basic understanding of sexual abusers, as well as "grooming," the most common strategy offenders use to seduce their victims. Using a combination of attention, affection and gifts, offenders select a child, win the child's trust (and the trust of the child's parent or guardian), manipulate the child into sexual activity, and keep the child from disclosing abuse.

Accordingly, all Organization Volunteers must complete an awareness training concerning misconduct in sport before performing services for the Organization. Every two years Volunteers must retake the course or a recertification course and pass the (re)certification quiz.

An abuse awareness training course includes the following elements:

1. Provides definitions for, and effects of, child physical and sexual abuse
2. Identifies risk opportunities for child physical and sexual abuse
3. Addresses common myths about offenders
4. Outlines patterns, behaviors and methods of operation of sexual predators
5. Requires testing consistent with existing standards of care and legislation, where applicable.

The recommended training is the United States Olympic Committee's SafeSport training available online at no cost here at <http://training.teamusa.org/store/details/1>.

Strategy 4: Supervision of Athletes and Participants

In the league setting, the organization should strive to create two-deep leadership and minimize one-to-one interactions to create a safe training environment and to protect athletes and participants.

One-On-One Interactions

Appropriate One-on-One Interactions:

Individual Meetings: An individual meeting may be necessary to address an athlete's concerns, training program or competition schedule. Under these circumstances, Organization Volunteers are to observe the following guidelines:

1. Any individual meeting should occur when others are present and where interactions can be easily observed.
2. Where possible, an individual meeting should take place in a publicly visible and open area.
3. If an individual meeting is to take place in an office, the door should remain unlocked and open.
4. If a closed-door meeting is necessary, the Organization Volunteer must inform another Organization Volunteer and ensure the door remains unlocked.

Individual training session(s) with an athlete or participant may also be desired or necessary. Under these circumstances, written permission of a minor athlete's parents or guardians is required in advance of the individual training session(s), and the Organization encourages parents and guardians to attend the training session.

Prohibited One-On-One Interactions:

Except as set forth above, minor athletes and participants will not be left unattended or unsupervised during Organization activities and Organization Volunteers are prohibited from being alone with an individual athlete or participant in any room or building.

Physical Contact with Athletes

Appropriate physical contact between athletes and Organization Volunteers, particularly coaches, is a productive and inevitable part of football. Athletes are more likely to acquire advanced physical skills through appropriate physical contact. However, guidelines for appropriate physical contact reduce the potential for misconduct in sport.

Physical contact with athletes – for safety, consolation and celebration – has multiple criteria in common which make them both safe and appropriate. These include:

1. The physical contact takes place in public;
2. There is no potential for, or actual, physical or sexual intimacies during the physical contact; and
3. The physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult.

Appropriate Physical Contact:

Safety: The safety of our athletes is paramount and in many instances we make the athletic space safer through appropriate physical contact.

Celebration: Sports are physical by definition, and we recognize participants often express their joy of participation, competition, achievement and victory through physical acts.

Consolation: It may be appropriate to console an emotionally distressed athlete (e.g., an athlete who has been injured or has just lost a competition).

Prohibited Physical Contact:

Prohibited forms of physical contact, which ***shall be reported immediately*** under our Reporting Policy include, without limitation:

1. Lingering or repeated embraces of athletes that go beyond the criteria set forth for acceptable physical contact;
2. Slapping, hitting, punching, kicking or any other physical contact meant to discipline, punish or achieve compliance from an athlete;
3. “Cuddling” or maintaining prolonged physical contact during any aspect of training, travel or overnight stay;
4. Tickling, “horseplay” or wrestling;
5. Continued physical contact that makes an athlete obviously uncomfortable.

Some forms of physical contact may constitute child physical or sexual abuse that *must be reported* to appropriate law enforcement authorities.

Social Media Policy and Electronic Communications

As part of the Organization's emphasis on athlete safety, all electronic communications between Organization Volunteers and an athlete must be professional in nature and for the purpose of communicating information about football activities. As with any communication, the content of any electronic communication should be readily available to share with the athlete's family. At the request of a parent or guardian, any email, electronic text, social media or similar communication will copy or include the athlete's parents or guardians.

Social media and electronic communications can also be used to commit misconduct (e.g., emotional, sexual, bullying, harassment and hazing). Such communications by coaches, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of our SafeSport Policy.

Violations of the Organization's Electronic Communications and Social Media Policy should be reported to the board or the SafeSport Committee. Complaints and allegations will be addressed under the Organization's Disciplinary Rules and Procedures.

<u>Type of Communication</u>	<u>Appropriate</u>	<u>Inappropriate</u>
Facebook, Twitter, Blogs and Similar Sites	<p>Organization Volunteers may create an Organization "alter ego" social media accounts (e.g., "John Doe – Organization Role").</p> <p>Athlete members over age 13 and parents may friend the official Organization page and Volunteer's alter ego accounts. Coaches and Organization Volunteers may "follow" each other. Volunteers may communicate with athletes solely through official Organization social media sites or through their Organization alter ego accounts. All posts, messages, text, or media of any kind between Organization Volunteers and athlete must be professional in nature and for the purpose of communicating information about Organization activities, for football-oriented motivational purposes or to respond appropriately to athlete's posts about football related activities.</p>	<p>Volunteers may not have athletes of any team join a personal social media page.</p> <p>If there is a preexisting social media relationship between a Volunteer and a minor athlete, we recommend that the Volunteer terminate that social media relationship and transfer it to a social media relationship between the athlete and the Volunteer's official Organization page.</p> <p>Following a minor who's parents or guardians requested that you not follow.</p>
Email, Texts, Instant Messaging and Similar Electronic Communications	<p>Athletes and Volunteers may use email and texts to communicate. All email and text content between Volunteers and athlete must be professional in nature and for the purpose of communicating information about Organization activities. It is strongly encouraged that parents</p>	<p>Volunteer contacts minor athlete directly.</p> <p>Subject of communications is not related to the Organization.</p>

	of minor athletes are copied on any communications.	Volunteer does not include parents of minor(s). Volunteer contacts minor whose parents/guardian have requested no contact.
Digital Photos and Videos	From time to time, digital photos, videos of practice or competition and other publicly obtainable images of the athlete – individually or in groups – may be taken. These photos and/or videos may be submitted to local, state or national publications, used in marketing or promotional videos, posted on organization-associated websites or offered to families seasonally in an electronic form. It is the default policy of the Organization to allow such practices as long as the athlete(s) parents have signed a release (see Appendix B), the athlete(s) are in public view and such imagery is both appropriate and in the best interest of the athlete and the Organization.	Publishing image of anyone who themselves or through their parent/guardian has requested in writing not to be photographed/videotaped.

Locker Rooms and Changing Areas

Organization is concerned with locker room activities between minors, minors and adults, adults being alone with individual minors in locker rooms and changing areas, with non-official or non-related adults having unsupervised access to minor participants and with inappropriate behavior among adults in locker rooms.

The Organization has predictable and limited use of locker rooms and **changing** areas (e.g., immediately before and following practices and competitions). This allows for direct and regular monitoring of locker room areas. While constant monitoring inside of locker rooms and changing areas might be the most effective way to prevent problems, we understand that this would likely make athletes uncomfortable and may even place our volunteers at risk for unwarranted suspicion.

1. The Organization generally has staggered games and practices with different groups arriving and departing throughout the day. It is therefore not practical to constantly monitor locker rooms and changing areas over this extended course of time.
2. While we do not post Organization Volunteers inside or at the doors of the locker rooms and changing areas, we do make occasional sweeps of these areas. Organization Volunteers conduct these sweeps, with women checking on female-designated areas and men checking on male-designated areas.

Organizational Volunteers make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, we will check on the athlete's whereabouts.

We discourage parents from entering locker rooms and changing areas unless it is truly necessary. In those instances, it should only be a same-sex parent.

1. If this is necessary, parents should let the coach or other Organization Volunteer know about this in advance.
2. If an athlete needs assistance with his or her uniform or gear (for example, a child under the age of eight), or an athlete's disability warrants assistance, then we ask that parents let the coach or an Organization Volunteer know beforehand that he or she will be helping the athlete.

Use of Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras increase the risk for different forms of misconduct in locker rooms and changing areas. As a result, **THERE WILL BE NO USE OF A DEVICE'S RECORDING CAPABILITIES IN THE LOCKER ROOMS OR CHANGING AREAS.**

Violations of this policy will be addressed under the Disciplinary Rules and Procedures and may result in the sanctions as set forth therein, including temporary suspension from competition.

Travel

The Organization has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of misconduct. Adherence to these travel guidelines will increase athlete safety and improve the competitive experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local competition ("local travel"), and team travel involving overnight travel ("team travel").

Local Travel

Local travel occurs when the Organization does not sponsor, coordinate or arrange for travel. For local travel, athletes or their parents/guardians (for minor athletes) are responsible for making all travel arrangements. In these instances, it is the responsibility of the athlete or his/her parents/guardians (for minor athletes) to ensure the person transporting the athlete maintains all safety and legal requirements, including, but not limited to, a valid driver's license, proper insurance, well-maintained vehicle and compliance with all state laws.

In an effort to minimize one-on-one interactions, Organization Volunteers, who are not also acting as a parent, should not drive alone with an unrelated athlete and should only drive with at least two other athletes or another adult at all times, unless otherwise agreed to in writing by the athlete's parent or guardian in advance of travel. In any case where an Organization Volunteer is involved in the athlete's local travel, a parental release is required in advance. Efforts must be made to ensure that Organization Volunteers are not alone with an athlete or participant, by, e.g., picking the athletes up in groups.⁴

Organization volunteers who are also an athlete's guardian may provide shared transportation for any athlete(s). We encourage guardians to pick up their athlete(s) first and drop off their athlete(s) last in any shared or carpool travel arrangement. We also recommend completing a shared travel declaration form signed by the parents/guardians of any minor athlete who is being transported as part of such a carpool arrangement.

Team Travel

Team travel is overnight travel that occurs when the organization sponsors, coordinates or arranges for travel so that our teams can compete locally, regionally, nationally or internationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the athletes. However, no coach, staff member or volunteer will engage in team travel without the proper safety requirements in place, including valid drivers' licenses, proper insurance, well-maintained vehicles and compliance with all state laws.

The Organization makes efforts to provide adequate supervision through coaches and other adult chaperones.

Appropriate adult-to-athlete ratios will depend on the age of athletes and other participants. Evaluate your program to determine supervisory needs.

For team travel, hotels and air travel will be booked in advance by the organization. Athletes will share rooms, with 2-4 athletes assigned per room depending on accommodations. The organization will notify hotel management should any special arrangements be warranted. For instance, we will ask hotels to block pay per view channels and we will request an additional large room or suite so that our members and athletes may socialize as a group. Meetings do not occur in hotel rooms, and we will reserve a separate space for adults and athletes to socialize.

We encourage family members who wish to stay in the team hotel to do so. If family members do not stay in the team hotel, we encourage all athletes to call parents and

⁴See "Minimizing Unsupervised One-on-One Time with Athletes" <http://teamusa-SafeSport.cloudapp.net/content/assets/files/MinimizingRisks.LocalTravel.pdf>

guardians regularly and allow for any unscheduled calls by either the athlete or parent/guardian.

Travel Notification

Reasonable advance notice before team travel will be provided when possible. Notice will include the dates, location and duration of competition. Travel notice will also include designated team hotels for overnight stays as well as a contact person within the organization. This individual will be the point of contact to confirm your intention to travel and to help with travel details.

The organization will post specific travel itineraries when they become available. These will include a more detailed, hour-by-hour itinerary as well as contact information for team travel chaperones.

Mixed-Gender and Mixed-Age Travel

Athletes will only share a room with other athletes of the same sex and age group. Athletes will also be grouped by age and sex for the purposes of assigning an appropriate chaperone. We will make every effort to provide these groups at least one chaperone of the same sex. However, we rely on parents to serve as chaperones and may be limited in providing this match.

Regardless of gender, a Volunteer shall not share a hotel room or other sleeping arrangement with an athlete (unless the individual is the parent, guardian, sibling or spouse of that particular athlete). Where an adult is registered both as a coach and an athlete member of the organization, and is functioning primarily as a coach, he or she may share sleeping arrangements with another registered coach.

Coach and Volunteer Responsibilities

During team travel, coaches, team managers and chaperones will help athletes, fellow coaches, team managers and volunteers to adhere to policy guidelines, including, without limitation, the Travel Policy, Locker Rooms and Changing Areas Policy and Reporting Policy.

If a coach or staff member transports an athlete or other member in a private car for team travel, a copy of the coach's or staff member's valid driver's license is required.

When not practicing, training, competing or preparing for competition, coaches and staff will monitor the activities of athletes, fellow coaches and staff during team travel. They will:

1. Prepare athletes for team travel and make athletes aware of all expectations. Supplemental information will be given to parents/guardians of athletes who are considered inexperienced travelers, new or relatively new to team travel or who are under the age of 14;

2. Familiarize themselves with all travel itineraries and schedules before the initiation of team travel;
3. Conform to, and monitor for others' adherence, the safesport policy and all policies during team travel;
4. Encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians;
5. Help athletes be on time for all team commitments (as possible);
6. Assist with team travel logistical needs (as possible);
7. Support chaperones and/or participate in the monitoring of athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary;
8. Ensure athletes are complying with hotel room restrictions based on gender or age bracket requirements;
9. Make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones; and
10. Not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their coaching or other duties.
11. Immediately report any concerns about physical or sexual abuse, misconduct or policy violations.
12. Notify parents before taking any disciplinary action against a minor athlete if the athlete is traveling without his or her parents.

Chaperone Responsibilities

Chaperones accompany team travel to ensure that the athletes, coaches, staff and volunteers adhere to all policy guidelines. If a chaperone has not undergone a criminal background check and awareness training, the chaperone will not be permitted to have any one-on-one interactions with athletes or other youth participants. If a chaperone has undergone a criminal background check and awareness training, he or she may have appropriate one-on-one interactions as outlined in this policy.

If a chaperone will be operating a private car for team travel, a copy of the chaperone's valid driver's license is required.

Chaperones will monitor the activities of all coaches, staff, volunteers and athletes during team travel. Specifically, chaperones will:

1. Familiarize themselves with all travel itineraries and schedules before team travel;
2. Monitor for adherences to policies during team travel;
3. Encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians;
4. Help athletes be on time for all team commitments (as possible);
5. Assist coaches, staff and other volunteers with team travel logistical needs (as possible);
6. Monitor athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary;
7. Ensure athletes comply with hotel room restrictions based on gender or age bracket requirements;
8. Not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their chaperone duties;
9. Make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones; and
10. Immediately report any concerns about sexual and physical abuse, misconduct or policy violations to a coach, staff member or volunteer.

Strategy 5: Responding to Abuse, Misconduct and Policy Violations

SafeSport Committee Operation

1. The SafeSport Committee is responsible for monitoring the organization's background check procedures and ensuring that the policies are adhered to.
2. The SafeSport Committee may meet on an ad hoc basis whenever an allegation or suspicion of misconduct is reported.
3. Upon receiving an allegation of **bullying, hazing, harassment, physical misconduct or emotional misconduct**, the SafeSport Committee will:
 - a. Report the incident to authorities if warranted by the severity of the conduct
 - b. Take appropriate action to address the conduct.
4. Upon receiving an allegation of **child physical abuse or child sexual abuse**:
 - a. The SafeSport Committee will report any allegations of child physical abuse or child sexual abuse to the proper authorities.
 - b. The SafeSport Committee will convene and immediately take steps to remove the volunteer from his or her position. Because the safety and well-being of the athletes are of paramount importance, no hearing is required and the Organization Volunteer is not entitled to an opportunity to defend himself. The SafeSport Committee may simply notify the individual that he or she is no longer eligible to participate in the Organization's activities. The allegation and reason for dismissal may remain confidential as long as the incident is not reportable to a law enforcement agency.⁵
 - c. Once the investigation by the authorities has concluded, the SafeSport Committee may reconvene to determine whether or not the individual accused of misconduct may be reinstated. In the event of a false allegation, this allows the accused individual a means to return to his or her position. Even if the investigation by the authorities is inconclusive, the SafeSport Committee may use its discretion to determine whether or not the individual should be reinstated. The SafeSport Committee is never obligated to retain or reinstate a volunteer.

Reporting Policy

Every Organization volunteer is required to report to the Organization's SafeSport Committee:

1. Misconduct as defined in the Organization's SafeSport Policy, and

⁵ This State Statutes Search by the U.S Department of Health and Human Services Administration for Children & Families Child Welfare Information Gateway is a tool to help you determine your state's reporting requirements: https://www.childwelfare.gov/systemwide/laws_policies/state/.

2. Suspicions or allegations of child physical or sexual abuse regardless of whether the suspected activity took place at an official Organization event.

As a matter of policy, the Organization's SafeSport Committee should not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to the appropriate law enforcement authorities.

Reporting Child Physical or Sexual Abuse: All Organization Volunteers are required to report suspicions or allegations of child sexual abuse by an administrator, coach, player, participant and/or volunteer to:

1. The Organization's SafeSport Committee;
2. An Organization administrator; and
3. **Law enforcement authorities in accordance with state regulations⁶**

Grooming

Because sexual abusers "groom" children for abuse – the process used by offenders to select a child, to win the child's trust (and the trust of the child's parent or guardian), to manipulate the child into sexual activity and to keep the child from disclosing abuse – it is possible that Organization Volunteers may witness behavior intended to groom a child for sexual abuse. All questions or concerns related to inappropriate, suspicious or suspected grooming behavior should be directed to the SafeSport Committee. Examples of grooming behaviors include:⁷

1. The individual buys expensive gifts for the athlete or provides him or her with money.
2. The individual separates the athlete from his or her peers.
3. The individual treats a particular athlete differently from teammates, perhaps giving the athlete far more attention than teammates.
4. The individual tries to find ways to be alone with the athlete. For example, the individual may offer to take the athlete to and from practice, help with homework or take him or her on unsupervised trips outside of the program.
5. The individual tells the athlete that he or she "needs" him or her to succeed in sport.
6. The individual pushes boundaries in public and doesn't follow policies. For example, this individual may have athletes sit on his or her laps in public, even if against club policy.

⁶ This State Statutes Search by the U.S Department of Health and Human Services Administration for Children & Families Child Welfare Information Gateway is a tool to help you determine your state's reporting requirements: https://www.childwelfare.gov/systemwide/laws_policies/state/.

⁷ For additional details, see SafeSport's "Possible Red Flags" <http://teamusa-SafeSport.cloudapp.net/content/assets/files/PossibleRedFlags.Grooming.pdf>

7. The individual manipulates the athlete emotionally, praising him or her one day and degrading him or her the next day.
8. The individual spends an unusual amount of time with the athlete's parents outside of the program, trying to win the parent's trust.
9. Your athlete tells you that the coach doesn't want him or her talking about what they do when they're together.
10. The individual attempts to control a particular athlete on and off the field.

It is strongly recommended that the SafeSport Committee terminate an individual's involvement with the organization at the initial suspicion/allegation of grooming rather than waiting for a report of abuse.

Peer-to-Peer Sexual Abuse

Approximately 1/3 of all child sexual abuse occurs at the hands of other children, and the obligation to report extends to peer-to-peer child sexual abuse. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children and/or whether there is an imbalance of power or intellectual capabilities.

If you have any concerns that an interaction between children may constitute sexual abuse, report it to the appropriate law enforcement authorities and an Organization board member or SafeSport Committee member.

Reporting Misconduct and Policy Violations

If any Organization Volunteer receives an allegation or observes misconduct or other inappropriate behavior, such as grooming, that may not be reportable to the appropriate law enforcement authorities, it is the responsibility of each Organization Volunteer or administrator to report his or her observations to:

- (1) The Organization's SafeSport Committee; or
- (2) An Organization board member.

The Organization also encourages parents, athletes and other sport participants to communicate violations of this SafeSport Policy and/or allegations and suspicions of child physical and sexual abuse to an Organization. Where applicable, parents should also report to the appropriate law enforcement authorities.

Reporting Procedure

To Whom to Report

Administrators and volunteers may report to any Organization board member or SafeSport Committee member with whom they are comfortable sharing their concerns. Administrators and Organization Volunteers may, and in many cases must, report any allegation of child physical or sexual abuse to relevant law enforcement authorities.

How to Report

The Organization will take a report in the way that is most comfortable for the person initiating a report including an anonymous, in-person, verbal or written report. Regardless of how you choose to report, it is helpful to the Organization for individuals to provide, at a minimum, (1) the name of the complainant(s); (2) the type of misconduct alleged and (3) the name(s) of the individual(s) alleged to have committed the misconduct.

Reporting Form

Individuals reporting child physical or sexual abuse or other misconduct may complete an Incident Report Form. Information on this form will include (A copy of the Incident Report Form can be found in [Appendix C](#)):

- 1) The name(s) of the complainant(s);
- 2) The type of misconduct alleged;
- 3) The name(s) of the individual(s) alleged to have committed the misconduct;
- 4) The approximate dates the misconduct was committed;
- 5) The names of other individuals who might have information regarding the alleged misconduct; and
- 6) A summary statement of the reasons to believe that misconduct has occurred

The Organization will withhold the complainant's name on request to the extent permitted by law.

Confidentiality, Anonymous Reporting and Bad Faith Allegations

Confidentiality

To the extent permitted by law, and as appropriate, the Organization will keep confidential the complainant's name on request, not make public the names of potential victims, the accused perpetrator or the people who made a report of child physical and sexual abuse to the authorities.

Anonymous Reporting

The Organization recognizes that it can be difficult for an athlete, teammate, friend or family member to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. **Anonymous reports may be made without the formality of completing an Incident Report Form:**

1. By completing the Reporting Form without including their name;
2. By expressing concerns verbally to an Organization board member or safesport Committee member; or
3. Through email, texts or notes left for an Organization board member or safesport Committee member.

However, anonymous reporting may make it difficult for the Organization to investigate or properly address allegations.

All suspicions of child physical or sexual abuse will be reported to the appropriate law enforcement authorities.

“Whistleblower” Protection

Regardless of outcome, the Organization will support the complainant(s) and his or her right to express concerns in good faith. The Organization will not encourage, allow or tolerate attempts from any individual to retaliate, punish, allow or in any way harm any individual(s) who reports a concern in good faith. Such actions against a complainant will be considered a violation of our SafeSport Policy and grounds for disciplinary action.

Bad-Faith Allegations

A report of abuse, misconduct or policy violations that is malicious, frivolous or made in bad faith is prohibited. Such reports will be considered a violation of our SafeSport Policy and grounds for disciplinary action. Depending on the nature of the allegation, a person making a malicious, frivolous or bad-faith report may also be subject to civil or criminal proceedings.

How Reports Are Handled

Suspicious or Allegations of Child Physical or Sexual Abuse

- 1. Report to Law Enforcement and/or Child Protective Services. An independent investigation can harm youth and/or interfere with the legal investigative process. The Organization will not attempt to evaluate the credibility or validity of child physical or sexual abuse as a condition for reporting to appropriate law enforcement authorities. As necessary, however, the Organization board member or SafeSport Committee may ask a few clarifying questions of the minor or person making the report to adequately report the suspicion or allegation to law enforcement authorities. For mandatory reporting laws, visit www.childwelfare.gov.**
- 2. Immediate Suspension or Termination. When an allegation of child physical or sexual abuse is made against an Organization Volunteer, youth participant, and/or Administrator, the SafeSport Committee may immediately remove that individual from contact with any children in the program.**

An Organization Volunteer's failure to report suspicions or allegations of child physical or sexual abuse to an Organization board member or the SafeSport Committee is a violation of this policy and grounds for immediate termination. Failure to report child physical or sexual abuse could result in personal liability.

Misconduct and Policy Violations

The Organization's SafeSport Committee may address alleged policy violations and misconduct – bullying, harassment, hazing, emotional, physical and sexual – that are not reportable under relevant state or federal law. Organization Volunteers and administrators must report policy violations and misconduct to a board member or the SafeSport Committee.

The SafeSport Committee may dismiss an individual for allegations of child physical and sexual abuse despite the result of an investigation by authorities. Such allegations may include:

1. Emotional abuse;
2. Abuse reported outside the relevant statutes of limitation;
3. Allegations of abuse that were reported to authorities, but: (a) legal authorities did not press criminal charges; (b) criminal charges were filed, but not pursued to trial; or (c) the alleged offender was acquitted at trial.

Notification

Following the SafeSport Committee's notice of a credible allegation that results in the removal of an Organization Volunteer or Administrator, the Organization may consider the

circumstances in which it will notify other parents of athletes with whom the accused individual may have had contact. At the SafeSport Committee's discretion, as appropriate, and after consultation with an attorney, the Organization may notify its, Organization Volunteers, parents and/or athletes of any allegation of child physical or sexual abuse or other criminal behavior that law enforcement authorities are actively investigating; or others of an allegation may lead to additional reports of child physical or sexual abuse and other misconduct.

Disciplinary Rules and Procedures

While this Organization endeavors to provide support and guidance to participants on a day-to-day basis, it is also important for the Organization to have a formal procedure for disciplinary action to address alleged violations of its policies and other inappropriate behaviors.

Application

This Policy is used to address the following allegations against board members, Volunteers, athletes, and/or participants for:

- 1) Violations of the Organization's policies; and/or
- 2) Child abuse (physical or sexual), where the SafeSport Committee's actions will not undermine an ongoing legal investigation or criminal prosecution.

The Organization will not enter into an investigation that undermines a pending legal investigation or criminal prosecution.

Disciplinary Rules

On receipt of an allegation that is not an accusation of child physical or sexual abuse, the SafeSport Committee will determine in its discretion the appropriate steps to address the conduct based on several factors, including (i) the age of the complainant or victim, (ii) the age of the accused and (iii) the nature, scope and extent of the allegations.

The disciplinary response will depend on the nature and seriousness of the incident, and in extreme cases, misconduct will result in dismissal. The organization may undertake a formal investigation and hearing at its discretion. Before taking any disciplinary action, however, the accused will be offered an opportunity to respond.

If the accused individual is a minor, the Organization will contact his or her parents or guardians.

Disciplinary Action

Sanctions for violations of the SafeSport Policy will be proportionate and reasonable under the circumstances. In addition to day-to-day guidance, the Organization may take the following disciplinary actions, without limitation:

1. Inform the individual's coach, a board member, or in the case of a minor, the minor's parent or guardian;
2. Provide the individual with guidance, redirection and instruction;
3. Temporary suspension from competition;
4. File a formal incident report;
5. Issue a verbal warning;
6. Issue a written and/or final written warning;
7. Provide informed supervision, where at least one volunteer is informed of the allegation and is instructed to supervised vigilantly the accused individual in his or her interactions with the program and/or organization (e.g., in the case of reports of bullying);
8. Engage in restorative practices (i.e., creation of a respectful and safe dialogue when a misunderstanding or harm has occurred); and
9. Suspend or terminating membership.

Ongoing Participation

On receipt of a credible and specific allegation of child abuse or other serious misconduct (e.g., physical and sexual abuse as defined in this SafeSport Policy), the Organization will immediately terminate the accused individual to ensure participant safety.

Complainant Protection

Regardless of outcome, the Organization will support the complainant(s) and his or her right to express concerns in good faith. The Organization will not encourage or tolerate attempts from any individual to retaliate, punish, or in any way harm any individual(s) who reports a concern in good faith. Such actions themselves will be grounds for disciplinary action.

Bad-Faith Allegations

Any individual who alleges misconduct under the SafeSport Policy that, upon review, is determined to be malicious, frivolous or made in bad faith will be in violation of our SafeSport Policy. Bad-faith reports may also be subject to criminal or civil proceedings.

Media Policy

A designated board member is the official spokesperson for the Organization and serves as the sole media contact. All media contact and response should be through the designated board member.

The statement should include the following:

1. That the Organization has contacted the proper authorities
2. That the Organization is taking appropriate steps through an internal process to address the issue
3. A request that the privacy of all of the individuals be respected through the duration of the proceedings

Individuals' rights to privacy and confidentiality will be respected for all persons involved in any allegations of misconduct. The Organization respects each individual's right to his/her good reputation and will not proactively identify individuals accused of misconduct unless an allegation has been made in the public forum, law enforcement agency or court has determined there is sufficient reason to believe the accusation is valid, and/or the Organization has taken action to punish or remove the alleged offender.

Strategy 6: Monitoring the Organization's Policy

By monitoring the interactions among volunteers, athletes and others, the Organization works to prevent, recognize and respond to inappropriate and harmful behaviors as set forth in our SafeSport Policy, while reinforcing appropriate behaviors.

Monitoring Compliance With Policies And Procedures

The Organization monitors for compliance with its policies and procedures, including without limitation its Awareness Training, Travel, Locker Room and Changing Areas and Physical Contact Policies.

Monitoring Methods

The Organization utilizes multiple monitoring methods to observe how individuals are interacting, including without limitation (1) formal supervision, including regular evaluations; and (2) informal supervision, including regular and random observation (e.g., roving and checking interactions throughout practices), and (3) maintaining frequent contact with administrators, volunteers and athletes.

Responding To Interactions

While the Organization has a formal reporting policy, administrators and Organization Volunteers should be prepared to respond immediately to inappropriate or harmful behavior, potential risk situations and potential boundary violations.

Administrators and Organization Volunteers will redirect inappropriate behaviors to promote positive behaviors, confront inappropriate or harmful behaviors, and report behaviors if necessary.

Reporting

Administrators and Organization Volunteers are required to report policy violations, misconduct and physical and sexual abuse consistent with the Organization's Reporting Policy.

This Organization does not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to appropriate law enforcement authorities.

Appendix A: Background Check Criterion Offenses for Volunteers

Reportable convictions, registrations or pending dispositions, or disclosures of convictions, registrations or pending dispositions for any of the following criminal offenses or registrations will prompt a determination that an applicant 'does not meet' the criminal background screening criteria and a red light determination will be issued:

Criminal offenses are defined on the basis of exposure to the offense for which the defendant was convicted, pled guilty or pled *nolo contendere*. If pled down, then the crime to which the defendant ultimately pled. Felony offenses are defined as all crimes punishable by greater than one year in jail or prison, regardless of how characterized by jurisdiction. If range, alternate sentencing, or indeterminate sentencing, outer range is greater than one year.

R1. Offenses:

(a) Any felony of violence regardless of the amount of time since the offense, or

(b) one (1) non-violent felony within the past ten (10) years, or more than one (1) non-violent felony regardless of the amount of time since the offenses.

R2. Any lesser crime involving force or threat of force against a person within the past ten (10) years or more than one(1) regardless of the amount of time since the offenses.

R3. Any crime (felony or lesser) of a sexual nature or classified as a sex offense including but not limited to "victimless" crimes of a sexual nature such as prostitution, pornography, indecent exposure and crimes in which sexual relations is an element regardless of the amount of time since the offense.

R4. Any lesser crime involving controlled substances (not paraphernalia or alcohol) within the past ten (10) years or more than one (1) regardless of the amount of time since the offenses.

R5. Any crime (felony or lesser) involving cruelty to animals regardless of the amount of time since the offenses.

R6. Any sex offender registrant.

R7. Any crime (felony or lesser) involving harm to a minor regardless of the amount of time since the offense.

R8. Any combination of two (2) or more offenses defined in R1 (b), R2, or R4, regardless of the amount of time since the offenses.

Criminal offenses include "Attempted Crimes" in the above classifications.

OTHER POTENTIALLY DISQUALIFYING FACTORS

Even if an applicant passes a criminal background check, other factors may disqualify an applicant. An individual may be disqualified and prohibited from providing services for the Organization if the individual has:

- 1) Been held liable for civil penalties or damages involving sexual or physical abuse of a minor
- 2) Been subject to any court order involving any sexual or physical abuse of another person, including but not limited to domestic order or protection
- 3) A history with another organization (employment, volunteer, etc.) of complaints of sexual or physical abuse of minors
- 4) Resigned, been terminated or been asked to resign from a position – paid or unpaid – because of complaint(s) of sexual or physical abuse of minors
- 5) A history of other behavior that indicates they may be a danger to any participants.

Appendix B: Participant Authorization to Use Name, Likeness and Voice

In consideration for being allowed to participate in (insert name of organization), I hereby authorize, license, permit and grant to the organization and its partners, assigns, successors, other individuals, entities, sponsors, sponsoring agencies, and advertisers, participating in or otherwise associated with the Organization and affiliated persons and entities thereof, and their respective officers, directors, partners, members, shareholders, employees, agents and representatives (collectively, the "Authorized Parties"), the right to use, reproduce, print, publish or disseminate in all manners and media now known or subsequently developed, my name, likeness and voice, but not as a direct endorsement of any product or service other than the organization. I understand the Authorized Parties have no obligation to use my rights of publicity in any materials.

I, for myself and on behalf of my heirs, assigns and next of kin, hereby release, indemnify and hold harmless the Authorized Parties with respect to any and all injury, loss or damage, arising out of this authorization, whether from the negligence of any or all of the Authorized Parties or otherwise (including from the Authorized Parties' use of my rights of publicity), to the fullest extent permitted by law.

I HAVE READ THE ABOVE AUTHORIZATION, FULLY UNDERSTAND ITS TERMS AND UNDERSTAND THE RIGHTS THAT I HAVE GRANTED BY SIGNING BELOW. I SIGN THIS AUTHORIZATION FREELY AND VOLUNTARILY, WITHOUT ANY INDUCEMENT OR COERCION.

Participant Signature: _____ **Date:** _____

(Releasor–signature acknowledges receipt of document)

Participant Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

Appendix C: Incident Report Form

The Organization strongly encourages the reporting of misconduct. The Organization appreciates your willingness to report inappropriate behavior. Please provide as much information as possible.

1. Name of the individual you are reporting (first and last):

2. Age: ____

3. Gender: Male Female

4. Address: _____

5. Position(s) this individual holds or held:

Head coach

Assistant coach

Employee

Volunteer

Official

Other/Not sure

6. Team/Organization where individual works and/or volunteers or worked/volunteered previously: _____

7. Type of offense (i.e., what happened?): _____

8. Where did the incident or incidents take place (city, state, and any other available location information): _____

9. Please describe what happened (who, what when, where): _____

Victim's Information: If you are the victim and wish to remain anonymous, you may do so. In that case, please enter only your age, city, state and team affiliation.

10. Name: _____

11. Age: ____

12. Team/Organization affiliation (if any): _____

13. Contact phone number (note, if the victim is under age 18, please provide contact information for a parent/guardian): _____

14. Contact email address (note, if the victim is under age 18, please provide contact information for a parent/guardian): _____

15. Gender: Male Female

Reporter's Information: You may remain anonymous if you wish. However, providing your information is vastly helpful to a swift and effective investigation. A person reporting alleged misconduct should not fear retribution and/or consequence when filing a report he or she believes to be true. Retaliation against an individual who makes a report in good faith is a violation of the SafeSport Policy and will be handled according to this Organization's Disciplinary Procedures.

16. Name: _____

17. Phone number: _____

18. Email address: _____

19. Team/Organization affiliation (if any): _____

20. Relationship to victim (if any):

Self

Parent/Guardian

Other family member

Friend or acquaintance

Team member, coach or volunteer

Other or prefer not to say

Appendix D: Documentation Form for SafeSport Committee Use

Incident:	
Reported By:	
Date:	
Individuals (s) Involved:	

Investigated By:	
-------------------------	--

Location of Incident:	
------------------------------	--

Summary of Complaint:	
----------------------------------	--

SafeSport Documentation Form (Page 2)

Statements Provided By:	
--------------------------------	--

Conclusion:	
--------------------	--

Recommendation:	
------------------------	--

ACTION TAKEN:
