



THE WALLINGFORD SOCCER ATHLETE AND PARTICIPANT SAFETY POLICY



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WALLINGFORD SOCCER ATHLETE AND PARTICIPANT SAFETY POLICY

Wallingford Soccer's Mission, Vision and Belief Statements

Mission:

Wallingford Soccer is committed to serve and educate its membership through the development, promotion, and administration of youth soccer in the state of Connecticut.

Vision:

Wallingford Soccer supports US Soccer's efforts to make soccer the preeminent sport for *all children*, creating a *lifelong passion* and *love for the game*.

We Believe in:

- Leadership driven by *fair* play and *sportsmanship*;
- Affordable and *inclusive* player development;
- Commitment to *education* of coaches, referees and clubs;
- Promoting a *fun, safe* and *healthy* soccer environment.

Safety Above All

It is quite evident from our mission, vision and belief statements that our youth participant's health, safety and well-being are driving factors in all that we do and provide to our members. From the day a young child first registers to play all the way through their final years as a teenager, The Wallingford Soccer makes every effort to provide the best possible environment.

THE WALLINGFORD SOCCER ATHLETE AND PARTICIPANT SAFETY POLICY - STANDARDS FOR ORGANIZATION MEMBERS

Purpose

Consistent with U.S. Soccer Bylaw 212, Organization Members are required to, among other obligations, 1) comply with applicable law and, in particular, the Ted Stevens Olympic and Amateur Sports Act (the “**Sports Act**”); 2) if the member recruits, trains, fields or funds soccer players, establish a risk management program to promote the safety and protect the welfare of participants; and 3) adopt policies prohibiting sexual abuse. Effective February 14, 2018, Public Law 115-126, the *Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act* of 2017 (the “**SafeSport Act**”), amends the Sports Act, and requires applicable amateur sports organizations (as such term is defined in the SafeSport Act, 36 U.S.C. § 220530(b)) to:

- Comply with the SafeSport Act’s reporting requirements and prohibit retaliation by the applicable amateur sports organization against any individual who makes a report (36 U.S.C. § 220530(a)(1));
- Establish reasonable procedures to limit one-on-one interactions between an amateur athlete who is a minor and an adult (who is not the minor’s legal guardian) at a facility under the jurisdiction of the applicable amateur sports organization (36 U.S.C. § 220530(a)(2));
- Offer and provide consistent training to adult members in regular contact with minor amateur athletes and, subject to parental consent, to members who are minors, regarding prevention and reporting of child abuse (36 U.S.C. § 220530(a)(3)); and

The purpose of the The Wallingford Soccer Athlete and Participant Safety Policy is to require an Athlete and Participant Safety/Safe Soccer program as part of each Organization Member’s risk management program and establish standards for such a program.

U.S. Soccer’s Bylaw Policy 212-3 (approved October 19, 2018)

The Connecticut Landscape

As you read the SafeSport Act and U.S. Soccer policy information the terms **Applicable Entity**, **Covered Organization** and **Covered Individual** are used. In a nutshell, in our soccer world, all of U.S. Soccer and all members (i.e. State Association, Youth Council Member) are considered an Applicable Entity and Covered Organizations. As a result, all clubs, town organizations, leagues, and other affiliated adults of State Associations and Youth Council Members (USYS, US Club, AYSO, SAY, USSSA, etc.) are also considered an Applicable Entity and Covered Organization.

For the purposes of The Wallingford Soccer and our member organizations (all Covered Organizations) a Covered Individual is defined as “an adult who is authorized, by a national governing body, a member of a national governing body, or an amateur sports organization that participates in interstate or international amateur athletic competition, to interact with a minor or amateur athlete at an amateur sports organization facility or at any event sanctioned by a national governing body, a member of a national governing body, or such an amateur sports organization.”

The Wallingford Soccer has adopted the definition of an “Adult”, to be “Every adult (persons 18 years old and older) associated with all organizations who may have the opportunity to have direct and unmonitored access to children.”

Matching this definition with the requirements of the SafeSport Act, all Adults as defined above are now considered Covered Individual under SafeSport are required to comply with the forthcoming policies, rules, procedures and compliance. The term “Participating Adults”, for the purposes of The Wallingford Soccer, applies to all Adults as defined in the paragraph above.

Using the above requirement of all adults who may have the opportunity to have direct and unmonitored access to children, the following individuals are required to register as Adults, satisfy Background Screening, complete all SafeSport and U.S. Soccer Abuse Prevention training, and are now considered Mandatory Reporters. This includes, but is not limited to:

- Coaches (all types)
- Team Managers, including designated team parents assigned team management responsibilities
- Board members (Officers, Directors, Administrators, Committee Chairs, Appointees, etc.)
- Referees (Note: All USSF Referees will complete their full background checks and screening registration through the Connecticut State Referee Committee).
- Trainers (Permanent or Temporary)
- Volunteers, Organization Employees and Concession Workers
- Tournament Organizers, Employees, Volunteers
- And, any other person age 18 or older who may have the opportunity to have direct and unmonitored access to children.

SafeSport Policy Statement:

Per the SafeSport Act, each Organization Member that is an “Applicable Entity” or otherwise has adult members who are in regular contact with amateur athletes who are minors (in each case, a “Covered Organization”), must *maintain, as part of that risk management program, an athlete and participant safety program* that includes the six components listed below.

To allow Organization Members adequate opportunity to ensure policy changes and compliance, the required policies must be issued by February 14, 2019, and procedures and communications regarding these requirements must be issued in a manner calculated to effect compliance on or before September 1, 2019, but are nonetheless urged to complete compliance as early as practicable. Effective September 1, 2019 any Organization Member not in compliance with this Policy 212-3 will be subject to enforcement as provided in Section 6, below.

1. Prohibited Conduct Policy

Covered Organizations and other Organization Members that qualify as an amateur sports organization under 36 U.S.C. § 220501(b)(3) must implement and enforce a policy or code of conduct that prohibits misconduct including bullying, hazing, harassment (including sexual harassment), emotional misconduct, physical misconduct, and sexual misconduct, as those terms are defined by the U.S. Center for SafeSport’s SafeSport Code for the U.S. Olympic and Paralympic Movements (the “**SafeSport Code**”). See www.safesport.org for more details on the code.

Wallingford Soccer’s Prohibited Conduct Policy is located at Appendix A to this Policy document.

This policy must apply to all activities under the Organization Member’s jurisdiction and at least to (1) Organization Member employees and board members; (2) the members of such Organization Member; (3) amateur athletes who are minors or referees who are minors (collectively, “**Youth Participants**”); and (4) *any* adult individuals the Organization Member authorizes, approves or appoints to have regular contact with Youth Participants (“**Participating Adults**”). This policy must also prohibit retaliation against individuals making good faith reports of misconduct.

The Wallingford Soccer Prohibited Conduct Policy includes the above categories in addition to our broader group of all adults who may have the opportunity to have direct and unmonitored access to children of Youth Participants as covered individuals who must all comply with our policy.

NOTE: Youth Participants expressly includes referees who are minors. In addition, Participating Adults includes, but is not limited to, coaches and all SYRAs and any referee program-affiliated personnel, including without limitation assigners, having regular contact with Youth Participants.

2. Appropriate Background Screening

Covered Organizations must implement and enforce a policy that requires appropriate background screening of at least Participating Adults by the earlier of 1) prior to regular contact with a Youth Participant; or 2) within the first 45 days of the Participating Adult taking on the role giving them access to Youth Participants.

At a minimum, the policy should include screening against applicable sex offender registries in the relevant state and a check against the Organization Member's suspension database, U.S. Soccer's disqualification list and the SafeSport disciplinary records available at: www.safesport.org.

3. Education & Training

Covered Organizations must implement and enforce a policy (1) requiring education and training designed to meet the Organization Member's obligations under the SafeSport Act to (a) Organization Member employees and board members and (b) Participating Adults, in each case as a condition to participation, and (2) subject to parental consent, offer and provide training to Youth Participants. The Policy should require the following:

A. Initial Training for Adults: Core Center for SafeSport Training

Pursuant to USOC and U.S. Center for SafeSport Policy, and as contemplated by the SafeSport Act, Covered Organization employees, board members and Participating Adults must be required to complete consistent training concerning child abuse prevention. These policies must require Participating Adults to complete either (1) the U.S. Center for SafeSport's Core SafeSport Training (i.e., the Center's online training or the Center's approved in-person training), and as applicable, follow-up refresher course training; or (2) similar training designed to meet the Organization Member's obligations under the SafeSport Act, with all continuing Adult Participants to receive initial training no later than September 1, 2019, and any new Adult Participants, effective no later than September 1, 2019, to receive initial training upon the earlier of:

- Before regular contact with an amateur athlete who is a minor begins, and
- Within the first 45 days of taking on the role giving them access to Youth Participants.

A Covered Organization may provide alternative training to the Core SafeSport Training, but it is strongly encouraged to use the Core SafeSport Training, and any alternative training is at the risk and responsibility of the Organization Member to ensure compliance with applicable law. If an Organization Member provides alternative training, it must not refer to such training as "SafeSport" Training.

Initial The Wallingford Soccer Abuse Prevention Training for Adults

The Wallingford Soccer is aware of several program options for awareness/prevention training of sexual abuse. The Wallingford Soccer supports the SafeSport Act by requiring all persons identified under this policy to take the program provided by the U.S. Center for SafeSport.

To enroll in this program, the you will first need to obtain the proper access code. To do so, you must send an email to safesport@cjsaorg. You will receive an email autoreply containing the access code.

After obtaining the access code copy or click on this url: <https://www.safesport.org/>. Once on the SafeSport site click on Sign in, click on Register. When prompted, make sure to select US Soccer as your NGB and then enter the access code provided in the email reply.

In order to complete your course registration, you will receive an email to confirm your email address. You must respond to this email to activate your account.

Set aside up to 90 minutes for the initial training course. Upon completion print out your certificate and keep on file.

IMPORTANT: You must use the legal name and the email address you use when conducting your The Wallingford Soccer Adult Registration.

B. Refresher Course(s) for Adults

In addition to the initial training, a refresher course is required on an annual basis effective the calendar year following the completion of the initial training. The U.S. Center for SafeSport's official refresher course is available as of October 1, 2018.

Annual Refresher The Wallingford Soccer Abuse Prevention Training for Adults

The Wallingford Soccer currently requires all Adults who are required to take the initial U.S. Center for SafeSport course to take the U.S. Center for SafeSport's official refresher course.

Refresher course is required on an annual basis to be completed by December 31 of the year following the year the initial course and subsequent refresher course was taken. Set aside up to 30 minutes to take the refresher course.

Example: If an Adult takes their initial course during 2019 they must complete their annual refresher no later than December 31, 2020. They may take the refresher anytime between January 1 and December 31 of 2020, no need to wait till a year expires

This is important as The Wallingford Soccer requires all risk management credential requirements to not expire during the soccer year (September to August). Adults will be able to take their annual refresher courses anytime between January 1 and August 15 in order to be ready to receive their credentials, assuming all other requirements are met, by the end of August

C. Training for Youth Participants

Covered Organizations must – subject to parental consent – offer and provide training annually to Youth Participants regarding the prevention of child abuse. Covered Organizations must track:

- A description of the training(s)
- The date the training(s) was offered and given
- A description of how the training(s) was offered and given.

The Wallingford Soccer Abuse Prevention Training for Youth Participants

The U.S. Center for SafeSport is developing training for Youth Participants. More information is expected to be available by mid-year 2019

4. Reporting

Covered Organizations must maintain a procedure for reporting misconduct to the Covered Organization and, to the extent required by the SafeSport Act, mandate reporting to appropriate law enforcement authorities. The procedure should be clear that reporting may be made anonymously, and that no direct fees or other cost is involved in making a report. Each Covered Organization must also maintain a policy prohibiting retaliation against individuals making good faith reports of misconduct.

The Wallingford Soccer’s Reporting Procedures

The The Wallingford Soccer Reporting procedures provide a mechanism that allows a complaint to be easily reported for a reasonable suspicion of Sexual or Physical abuse/neglect, within a 12 hour period of awareness. Federal regulations state that reports should be made to a) local law enforcement and b) local/state child protective services, c) US Soccer, and d) the US Center for SafeSport. EVERYONE IS A MANDATORY REPORTER.

Mechanism for Reporting – (Everyone listed below MUST be contacted when physical or sexual abuse is suspected)

- 1) State Department of Children and Families (DCF) 1-800-842-2288 (TDD: 1-800-624-5518)
- 2) Local Law Enforcement Number (recommended to post on club website and give to athletes and parents)
- 3) Your Clubs Risk Manager Contact Information (every club should have a point person for reporting)
- 4) State Association’s Main Office - safesport@cjsa.org
- 5) National Governing Body (NGB)

US Soccer Integrity Hotline Number: (312) 528 - 7004 <https://www.ussoccer.com/integrity-hotline>

US Center for SafeSport: <https://www.safesport.org/report-a-concern>

Mechanism for Reporting (cont.): Other forms of misconduct such as emotional abuse, bullying, hazing, or harassment.

- 1) Club Risk Manager Contact Information (every club should have a point person for reporting)
- 2) Club or BOD Review/Hearing – There should be a process in place to document and address this other misconduct. The decision of the Club or BOD should be sent to the State Association’s State Office).

Wallingford Soccer member clubs and club personnel can access Mandated Reporters Training provided by Connecticut’s DCF in two different ways, one for individuals and one for group sessions:

- 1) The first, for individuals, is through an on-line training video produced and provided by the DCF and available via the internet. Any interested individual can gain access to the approved DCF video training (it takes about 60-90 minutes to complete) simply by completing a required DCF Inquiry Form available.

A link embedded in the form will take you directly to the training video after completion of required information.

- 2) A second way that is open to clubs who would like to provide a group training session to its members is to invite certified DCF personnel available across the State of Connecticut who will provide Mandated Reporters Training to any size group. This service through Connecticut’s DCF is available free of charge to The Wallingford Soccer club and district meetings upon request.

Wallingford Soccer strongly encourages its member clubs to have ALL of its coaches, administrators and volunteers whether they are paid employees of the club or volunteers to take the time to learn as much as possible about this important issue and to take the Mandated Reporter Training at their earliest convenience.

For more information about the work of DCF, please go to the DCF’s website.
For specific The Wallingford Soccer related questions on this issue, please contact The Wallingford Soccer.

5. Limiting One-on-One Interactions – Required Policies

Covered Organizations are required to establish reasonable procedures to limit one-on-one interactions between individual Youth Participants and any Adult Participant who is not their legal guardian (“Prevention Policies”). These procedures must include athlete prevention policies covering the topics below:

- One-on-One Interactions, including meetings and individual training sessions
- Massages and rubdowns
- Locker rooms, rest rooms, and changing areas

- Social media and electronic communications
- Local travel
- Team travel

The Wallingford Soccer’s Policies

The Wallingford Soccer’s Required Policies are located at Appendix B to this Policy document.

A. Minor athletes who become adult athletes

A minor athlete that reaches the age of majority is not to subject to Prevention Policies in their capacity as an athlete, and when interacting with Youth Participants who are 16 or older. When this now age of majority athlete interacts with minor athletes 15 or younger all Prevention Policies will be in effect. Should a minor athlete reach the age of majority and then obtain a position that presents a potential power imbalance, such as becoming a coach, the individual is subject to athlete prevention policies.

B. Implementation

The mandatory components set forth in the model policies set a minimum standard. In implementing the required policies, a Covered Organization may choose to implement a policy that is stricter than the Model Policy, if it includes or is stricter than the mandatory component. *If, in implementing the required policies identified here, Covered Organizations are not in compliance with federal requirements, the organization must implement policies and procedures sufficient to meet such requirements.*

6. Enforcement

A. By Organization Members

Each Covered Organization and Organization Member that qualifies as an amateur sports organization under 36 U.S.C. § 220501(b)(3) must enforce its Athlete & Participant Safety Policy, consistent with the SafeSport Act. Specifically, violations of the policy must be subject to an appropriate grievance process that is materially free of bias and conflicts of interest, to address allegations of misconduct following the report or complaint of misconduct. This grievance process must include the opportunity for review by a disinterested individual or body and a right to appeal a final decision rendered by an Organization Member’s process pursuant to U.S. Soccer Bylaw 704.

The Wallingford Soccer’s Enforcement Policy

All violations of the The Wallingford Soccer Athlete & Participant Policy will be subject to the current The Wallingford Soccer Procedures for Disciplinary Actions and Appeals & Grievances and Complaints and Appeals

B. By U.S. Soccer

Pursuant to Bylaw 212, U.S. Soccer reserves the right to, either directly or through a contracted third party service provider, survey, audit, require certifications of compliance with, and otherwise review compliance by its Organization Members with this policy. Failure of any Organization Member to issue and implement the policies required by this Policy 212-3 will constitute a violation of Bylaw 212 Section

PROHIBITED CONDUCT POLICY

This Policy is The Wallingford Soccer's policy that applies to all The Wallingford Soccer's "Covered Personnel" as defined in this document. This policy also covers any subcontractor, supplier, customer or third party and their employees in their dealings with The Wallingford Soccer employees, athletes, members and volunteers.

The Wallingford Soccer is committed to maintaining a work environment that is free from all forms of discrimination, including harassment, on the basis of any legally protected status. Accordingly, The Wallingford Soccer does not permit any form of unlawful harassment, discrimination or intimidation against its employees by anyone, including managers, supervisors, coworkers, executives, directors, officers, other employees, vendors, clients, customers or third parties. Protected status includes race, color, age, religion, marital status, sex, ancestry, national origin, citizenship, veteran's status, pregnancy, disability, sexual orientation, protected activity, or any other characteristic protected by federal, state or local law. The policy also prohibits harassment on the basis of the protected status of an individual's relatives, friends or associates.

The Wallingford Soccer is also committed to maintaining a work environment that is free from all forms of sexual abuse, sexual misconduct, emotional misconduct, physical misconduct, bullying and hazing.

Any violation of this Policy by Covered Personnel may subject the Covered Personnel to disciplinary action. Appropriate action also will be taken against any subcontractor, supplier, or customer found in violation of this Policy.

Harassment

Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status. The Wallingford Soccer will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work performance, or safety, or that creates an intimidating, hostile, or offensive working environment.

Among the types of conduct prohibited by this policy are epithets, slurs, negative stereotyping or intimidating acts based on an individual's protected status and the circulation or posting of written or graphic materials that show hostility toward an individual because of his or her protected status.

Prohibited conduct can also include jokes, kidding, or teasing about another person's protected status. While harassing conduct is unlawful only if it affects tangible job benefits and/or interferes unreasonably with work performance and creates an abusive or hostile work environment, this Policy forbids harassing conduct even when it does not rise to the level of a violation of law.

Sexual Harassment

Unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is made either explicitly or implicitly a term or condition of the individual's employment;
- submission to or rejection of such conduct by an individual is used as the basis for an employment decision affecting that individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work performance and creating an intimidating, hostile, or offensive working environment.

Sexual harassment may involve individuals of the same or different gender. It may also occur between individuals of any employment status. Examples of conduct which may constitute sexual harassment and are prohibited by this Policy include, but are not limited to:

- unnecessary touching, patting, hugging, pinching, or brushing against a person's body;
- staring, ogling, leering, or whistling at a person;
- continued or repeated verbal abuse of a sexual nature;
- sexually explicit statements, sexual flirtations, advances, propositions, subtle pressure for sexual activity, comments, questions, jokes, or anecdotes;
- graphic or degrading comments about a person's clothing, body or sexual activity;
- sexually suggestive objects, cartoons, posters, calendars, or pictures in the workplace;
- suggestive or obscene letters, notes or invitations;
- harassing use of electronic mail, electronic or instant messaging, or telephone communication systems; or
- other physical or verbal conduct of a sexual nature.

The Wallingford Soccer prohibits administrators, directors, managers and supervisors from threatening or insinuating, either explicitly or implicitly, that a volunteer's or an employee's submission to or rejection of sexual advances will in any way influence any personnel decision regarding that employee's wages, assigned duties, advancement, evaluation, shifts, career development, or any other condition of employment.

Racial, Religious, or National Origin Harassment

Racial, religious, or national origin harassment deserves special mention as well, and is expressly prohibited by The Wallingford Soccer. Racial, religious, or national origin harassment includes any verbal, written, or physical act in which race, religion, or national origin is used or implied in a manner which would make a reasonable person uncomfortable in the work environment or which would interfere with the person's ability to perform the job. Examples of race, religious or national origin harassment may include, but are not limited to:

- jokes, which include reference to race, religion, or national origin;
- the display or use of objects or pictures which adversely reflect on a person's race, religion, or national origin; or
- use of pejorative or demeaning language regarding a person's race, religion, or national origin.

Child Sexual Abuse

Any sexual activity with a child is prohibited. 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.

Sexual Misconduct

Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority is prohibited. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative. This section does not apply to a pre-existing relationship between two spouses or life partners.

Emotional Misconduct

Emotional misconduct in all forms is prohibited. Emotional misconduct is a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to another person. Non-contact behaviors include verbal acts, physical acts, or acts that deny attention or support; or 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, appropriate discipline or improving athletic performance.

Physical Misconduct

Physical misconduct in all forms is prohibited. Physical misconduct is defined as contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to another person; or 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 athletic performance. For example, hitting and punching are well-regulated forms of contact in combat sports, but have no place in soccer.

Bullying

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

Hazing

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

Procedures for Complaints, Investigations and Corrective Action

All Covered Personnel are responsible to help ensure that we avoid misconduct. The Wallingford Soccer cannot act to eliminate misconduct unless it has notice of the conduct. Covered Personnel are thus charged with reporting any concerns regarding compliance in the manner provided in this document and appendixes. For the avoidance of doubt, in some instances, Covered Personnel will be required to report to law enforcement and/or the U.S. Center for SafeSport.

Furthermore, The Wallingford Soccer employees are responsible to help assure that the work environment, on or off-premises, is free from harassment. All employees have an obligation to promptly report any and all allegedly harassing conduct they are the subject of, that they learn of, or that they witness. Our Policy provides for immediate notice of problems to the persons designated in this Policy so that we may address and resolve any problems as quickly as possible. An employee must report the harassing conduct to either:

- The person to whom you report (supervisor or manager);
- Department Head;
- The Human Resources Department;
- The Legal Department;
- The Chief Executive Officer; or
- The Integrity Hotline.

If the employee feels uncomfortable going to his or her supervisor with the complaint, he/she must report the matter to any other member of management as designated above. This Policy does not require reporting the misconduct to any individual who is creating the harassment or discrimination. All Covered Personnel have an obligation to cooperate in any investigation of a complaint of misconduct, including providing any and all information concerning the complaint. Failure to do so may be a violation of this Policy. The Wallingford Soccer Prohibited Conduct Policy offers its employees greater protection from harassment than does the law. Consequently, Covered Personnel who are found to have violated The Wallingford Soccer Prohibited Conduct

Policy shall be subject to corrective action, discipline or termination, even in cases where applicable laws may not have been violated and without regard to whether the conduct constitutes a violation of the law. An employee wishing to file a complaint outside the Federation may also contact either the Equal Employment Opportunity Commission or the fair employment agency in his or her state.

APPENDIX B - THE WALLINGFORD SOCCER'S REQUIRED POLICIES

The U.S. Center for SafeSport has created a series of template policies for use by U.S. Soccer and its Organization Members. The Wallingford Soccer has adopted these policies.

One-on-One Interactions

The majority of child sexual abuse is perpetrated in isolated, one-on-one situations. By reducing such interactions between children and adults, you reduce the risk of child sexual abuse. However, one-on-one time with trusted adults is also healthy and valuable for a child. Policies concerning one-on-one interactions protect children while allowing for these beneficial relationships.

Components

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through g.

a. Application

This policy shall apply to:

- 1) Adults at a facility under the jurisdiction of a Covered Organization
- 2) Adult members who have regular contact with amateur athletes who are minors
- 3) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 4) Staff and board members of a Covered Organization

(collectively, Adults).

b. Observable and interruptible

- One-on-one interactions between minors and an Adult (who is not the minor's legal guardian) at any facility are permitted, if they occur at an observable and interruptible distance by another adult.
- Isolated, one-on-one interactions between minors and an Adult (who is not the minor's legal guardian) at any facility are prohibited, except under emergency circumstances.

c. Meetings

- Meetings between Adults and minors at any facility may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.
- If a one-on-one meeting takes place in an office, the door to the office must remain unlocked and open. If available, it will occur in an office that (if available) has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

d. Meetings with mental health care professionals

If a mental health care professional meets with minors at any facility, a closed-door meeting may be permitted to protect patient privacy – provided that (1) the door remains unlocked, (2) another adult is present at the facility, (3) the other adult is advised that a closed-door meeting is occurring, and (4) written legal guardian consent is obtained by the mental health care professional, with a copy provided to our organization.

e. Individual training sessions

Individual training sessions between Adults and minors are permitted at any facility if the training session is observable and interruptible by another adult. The Adult must obtain the written permission of the minor’s legal guardian in advance of the individual training session. Parents, guardians, and other caretakers must be allowed to observe the training session. Permission for individual training sessions must be obtained at least every six months.

f. Monitoring

When one-on-one interactions between Adults and minors occur at any facility, adults will monitor these interactions. Monitoring includes: knowing that the one-on-one interaction is occurring, the approximate planned duration of the interaction, and randomly dropping in on the one-on-one.

g. Out-of-program contacts

Adults are prohibited from interacting one-on-one with unrelated minor athletes in settings outside of the program (including, but not limited to, one’s home, restaurants, and individual transportation), unless parent/legal guardian consent is provided for each out-of-program contact. Such arrangements are nonetheless strongly discouraged.

Massages and Rubdowns

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through c.

a. Application

This policy shall apply to:

- 1) Adults at a facility under the jurisdiction of a Covered Organization
- 2) Adult members who have regular contact with amateur athletes who are minors
- 3) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 4) Staff and board members of a Covered Organization

(collectively, Adults).

b. Licensed, certified professional

- Any massage or rubdown performed by an Adult on a minor athlete at any facility or a training or competition venue is prohibited unless such Adult is a licensed massage therapist.
- Any massage or rubdown performed at any facility or a training or competition venue by a licensed professional must be conducted in open and interruptible locations. Any massage of a minor athlete must be done with at least one other adult present and must never be done with only the minor athlete and licensed massage therapist in the room.
- Even if a coach is a licensed massage therapist, the coach shall not perform a rubdown or massage of an athlete under any circumstances.

c. Written consent

Written consent by a legal guardian shall be provided before providing each massage or rubdown on a minor athlete. Parents must be permitted to be in the room as an observer.

Locker Rooms, Rest Rooms and Changing Areas

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through i.

a. Application

This policy shall apply to:

- 1) Adults at a facility under the jurisdiction of a Covered Organization
- 2) Adult members who have regular contact with amateur athletes who are minors
- 3) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 4) Staff and board members of a Covered Organization

(collectively, Adults).

b. Use of recording devices

Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras, and video cameras in locker rooms, rest rooms, changing areas, or similar spaces at any facility is prohibited. Exceptions may be made for media and championship celebrations, provided that such exceptions are approved by the Covered Organization and two or more adults are present.

c. Undress

Under no circumstances shall an unrelated Adult at any facility be undressed (disrobed or partial or full nudity where private body parts are exposed) in front of minor athletes.

d. Isolated one-on-one interactions

- At no time are unrelated Adults permitted to be alone with a minor in a locker room, rest room, or changing area when at any facility, except under emergency circumstances.
- If our organization is using a facility that has access to a single set of such facilities, we will designate times for use by Adults, if any.

e. Monitoring

Our organization regularly and randomly monitors the use of locker rooms, rest rooms, and changing areas at facilities under our jurisdiction to ensure compliance with these policies.

f. Non-exclusive facility

If our organization uses a facility not under its jurisdiction (for, e.g., training or competition or similar events) and the facility is used by multiple constituents, Adults in categories 2 through 4 are nonetheless required to adhere to the rules set forth here.

- g. To minimize the risk of bullying and hazing, our organization uses locker room monitors to ensure that minors are not left unattended in locker rooms, rest rooms, and changing areas.
- h. Adults 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.
- i. 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. If this is necessary, parents should let a coach or administrator know about this in advance.

Social Media & Electronic Communications

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through g.

a. Application

This policy shall apply to:

- 1) Adult members who have regular contact with amateur athletes who are minors
- 2) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 3) Staff and board members at a Covered Organization

(collectively, Participating Adults).

b. Content

All electronic communication originating from Participating Adults to amateur athletes who are minors must be professional in nature.

c. Open and transparent

- If a Participating Adult needs to communicate directly with an amateur athlete who is a minor via electronic communications, another Participating Adult or the minor's legal guardian will be copied.
- If a minor athlete communicates to the Participating Adult privately first, the Participating Adult should respond to the minor athlete with a copy to another Participating Adult or the minor's legal guardian.
- A Participating Adult communicating electronically to the entire team will copy another Participating Adult.
- Amateur athletes who are minors may "friend" the organization's official page.

d. Prohibited electronic communications

- Participating Adults are not permitted to communicate privately via electronic communications with amateur athletes who are minors, except under emergency circumstances.
- Participating Adults are not permitted to "private message," "instant message," "direct message", or send photos via Snapchat or Instagram to a minor athlete privately.
- Participating Adults are not permitted to maintain social media connections with minors; such adults are not permitted to accept new personal page requests on social media platforms from amateur athletes who are minors and existing social media connections with amateur athletes who are minors shall be discontinued

e. Requests to discontinue

Legal guardians may request in writing that their child not be contacted through any form of electronic communication by the organization or by the organization's Participating Adults. The organization will abide by any such request that their child not be contacted via electronic communication, absent emergency circumstances.

Recommended components

f. Hours

Electronic communications will only be sent between the hours of 8:00 a.m. and 8:00 p.m.

g. Monitoring

- The organization monitors its social media pages and removes any posts that violate the organization's policies and practices for appropriate behavior.
- The organization will inform the legal guardian of a minor athlete of any prohibited posts, as well as the organization's administrator.

Local Travel

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through d. Local travel consists of travel to training, practice, and competition that occurs locally and does not include coordinated overnight stay(s).

a. Application

This policy shall apply to:

- 1) Adult members who have regular contact with amateur athletes who are minors
- 2) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 3) Staff and board members at a Covered Organization

(collectively, Participating Adults).

b. Transportation

- The organization does not arrange for local travel.
- Participating Adults who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated athlete who is a minor, absent emergency circumstances, and may only drive with at least two other minor athletes or another adult at all times, unless otherwise agreed to in writing by the minor athlete's parent/legal guardian in advance of each local travel.

c. Shared or Carpool Travel Arrangement

We encourage parents/legal guardians to pick up their minor athlete first and drop off their minor athlete last in any shared or carpool travel arrangement.

- d. Parents/legal guardians receive education concerning child abuse prevention before providing consent for their minor to travel alone with a Participating Adult.

Team Travel

Covered Organizations (The Wallingford Soccer and all member organizations) must comply with a through h. Team travel is travel to a competition or other team activity that the organization plans and supervises.

a. Application

This policy shall apply to:

- 1) Adult members who have regular contact with amateur athletes who are minors
- 2) An adult authorized by a Covered Organization to have regular contact with or authority over an amateur athlete who is a minor
- 3) Staff and board members at a Covered Organization

(collectively, Participating Adults).

- b. Team/competition travel
- When only one Participating Adult and one minor athlete travel to a competition, the minor athlete must have his/her legal guardian's written permission in advance and for each competition to travel alone with the Participating Adult.
- c. Hotel rooms
- Participating Adults shall not share a hotel room or other sleeping arrangement with a minor athlete (unless the Participating Adult is the legal guardian, sibling, or is otherwise related to the minor athlete).
- d. Meetings
- Meetings shall be conducted consistent with the organization's policy for one-on-one interactions – i.e., any such meeting shall be observable and interruptible.
 - Meetings shall not be conducted in a hotel room.
- e. Team travel policies must be signed and agreed to by all minor athletes, parents, and Participating Adults traveling with the organization.
- f. Participating Adults who travel with the organization must successfully pass a criminal background check and other screening requirements consistent with the organization's policies.
- g. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and observable and interruptible environments should be maintained.
- h. Parents/legal guardians receive education concerning child abuse prevention before providing consent for their minor to travel alone with a Participating Adult.