

U.S. CENTER FOR
SAFESPORT

Severn Sailing Association

MINOR ATHLETE ABUSE PREVENTION POLICIES

14 Feb 2022

In September 2020, the U.S. Center for SafeSport (the Center) published the Minor Athlete Abuse Prevention Policies (MAAPP) with Mandatory Components that National Governing Bodies (NGB) were required to adopt. US Sailing adopted its US Sailing SafeSport Policy Handbook (Minor Athlete Abuse Prevention Policies) on 01 January 2022. Severn Sailing Association (SSA) is directly affiliated with US Sailing, the NGB, and thus is classified as a Local Affiliated Organization (LAO) and must comply with the US Sailing policies. This document summarizes how SSA will comply with the US Sailing MAAPP and supplements with specific policies applicable to SSA. All, Adult Participants must be familiar with SSA's policies and be aware of all requirements.

The US Sailing MAAPP can be found here: <https://www.ussailing.org/wp-content/uploads/2021/12/US-SAILING-SAFESPORT-HANDBOOK-2021.pdf>.

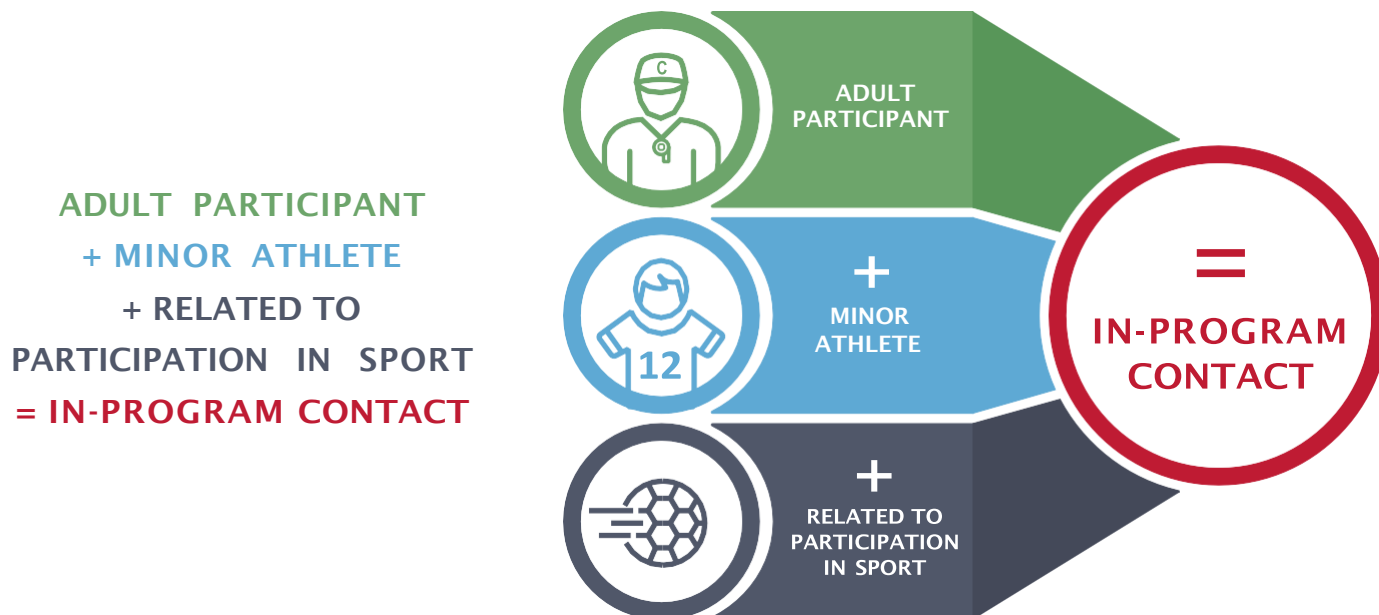
Fundamentally, these policies help to prevent abuse of minor athletes by controlling one on one interactions and proactive training of adults and athletes.

I. EDUCATION AND TRAINING

- If you have Regular Contact with or Authority over a Minor Athlete, or if you are an employee or board member of US Sailing or SSA, you are required to complete the *SafeSport Trained Core* and subsequent annual Refresher Courses. Ref US Sailing MAAPP section III.F, page 8.
 - Enclosure (1) is an extract of section III.F with supplemental SSA requirements and includes the level of required SafeSport training.
 - Adult Participants who also are medical providers obligated to complete training can take the Health Professionals Course in lieu of the *SafeSport Trained Core*.
 - Adult Participants must complete training:
 - » Before Regular Contact with a Minor Athlete begins; and
 - » Within the first 45 days of initial membership or upon beginning a new role subjecting the adult to this policy
 - Annual training will be offered to all parents/guardians and minor athletes. This will be accomplished via the SafeSport online training.
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II. IN-PROGRAM CONTACT

As the equation illustrates, all three components (Adult Participant, Minor Athlete, and Related to Participation in Sport) must be present for the MAAPP to apply. If one component is absent, then the interaction or activity would NOT be considered In-Program and thus not covered by the MAAPP.



1 | **ADULT PARTICIPANT:** Any adult (18 years of age or older) who is:

- A** A member or license holder of US Sailing or SSA;
- B** An employee or board member of US Sailing or SSA;
- C** Within the governance or disciplinary jurisdiction of US Sailing or SSA;
- D** Authorized, approved, or appointed by US Sailing or SSA to have Regular Contact with or Authority over Minor Athletes.

2 | **MINOR ATHLETE:** An amateur athlete under 18 years of age who participates in, or participated within the previous 12 months in, an event, program, activity, or competition that is part of, or partially or fully under the jurisdiction of US Sailing or SSA.

Common examples of activities **Related to Participation in Sport:**



A. REGULAR CONTACT

Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any Minor Athlete(s). Some examples of US Sailing or SSA members who MAY have Regular Contact with Minor Athletes include:

- Coaches
- Sailing Instructors
- Program Directors
- Race Committee Members
- Parent Volunteers
- Member Volunteers
- Event/Social Coordinators
- Housing Hosts
- Volunteers in positions of Regular Contact (e.g., locker room monitors, parent chaperones)

****REMEMBER:** SSA Staff, Board members and Junior Committee members are required to complete the *SafeSport TrainedCore/Health Professionals Course* and subsequent Refreshers regardless of whether they have Regular Contact with or Authority over Minor Athletes.

B. AUTHORITY

When one person's position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person.

III. REQUIRED PREVENTION POLICIES

A. ONE-ON-ONE INTERACTIONS POLICY

- All one-on-one interactions between an Adult Participant and Minor Athlete **MUST** be:
 - » Observable
 - » Interruptible

OUT-OF-PROGRAM CONTACT

- Adult Participants should not have Out-of-Program Contact with Minor Athletes, unless an exception exists, or appropriate consent has been obtained.
- Out-of-Program Contact should be avoided even if the contact is not one-on-one.

B. MEETING AND TRAINING SESSIONS

- Must follow One-on-One Interactions Policy when Minor Athletes are present.
- Individual Training Sessions.
 - » Policy Jurisdiction: All In-Program Contact.
 - » Consent required from parent/guardian annually. Can be withdrawn at any time.
 - » Parents/Guardians must be allowed to observe.
- One-on-One Interactions Policy Exceptions are allowed for In-Program meetings and individual training sessions.
- Meetings with licensed mental health care professionals and health care providers.
 - » Policy Jurisdiction: At facilities that are partially or fully under the jurisdiction of the Organization.
 - » Meetings do not need to be observable and interruptible if the following requirements are met:
 - a. Door is unlocked.
 - b. Another adult is present in the facility and is aware of the meeting.
 - c. Organization is aware of the meeting.
 - d. The provider obtains appropriate consent as required by law and ethical standards.

C. LOCKER ROOMS AND CHANGING AREAS

- Must follow One-on-One Interactions Policy.
- The photographic or recording capabilities of any device (cell phones, cameras, tablets) cannot be used by any Participant in locker rooms or changing areas during In-Program activities.
- Adult Participants **MUST NOT** change clothes or behave in a way that exposes their breast, buttocks, groin, or genitals to a Minor Athlete.
- Adult Participants **CANNOT** shower with a Minor Athlete.
- Monitoring must occur for all locker rooms and changing areas at sanctioned events and facilities partially or fully under Organization's jurisdiction.
- A semi-private or private area to change must be provided to all Minor Athletes at sanctioned events and facilities partially or fully under the Organization's jurisdiction.

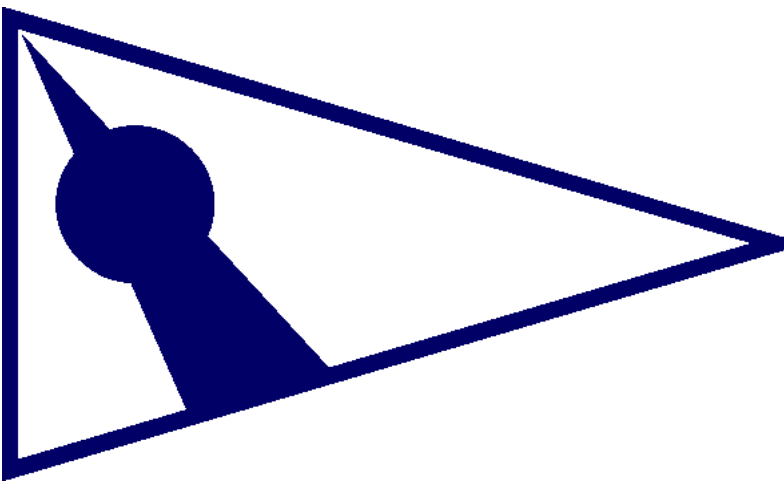
D. ELECTRONIC COMMUNICATIONS

- Must be Open and Transparent, meaning that:
 - » Communication between an Adult Participant and a Minor Athlete must include a parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant.
 - » This includes all communication started by a Minor Athlete.
- Only electronic platforms that can be Open and Transparent should be used.
- All team communication or communications with multiple Minor Athletes from an Adult Participant must copy or include another Adult Participant, or all the Minor Athletes' parents/guardians.
- All communication must be professional in nature.
- Organizations must honor a parent/guardian's request to discontinue communication with their Minor Athlete unless there is an emergency.
- A US Center for SafeSport guide for communications applicable to coaches, parents/guardians and athletes can be found here: <https://cdn.ussailing.org/wp-content/uploads/2020/07/SafeSport-Digital-Safety.pdf>.

E. BACKGROUND SCREENING

- All full-time staff and summer staff will undergo a background screening process prior to employment.





F. TRANSPORTATION

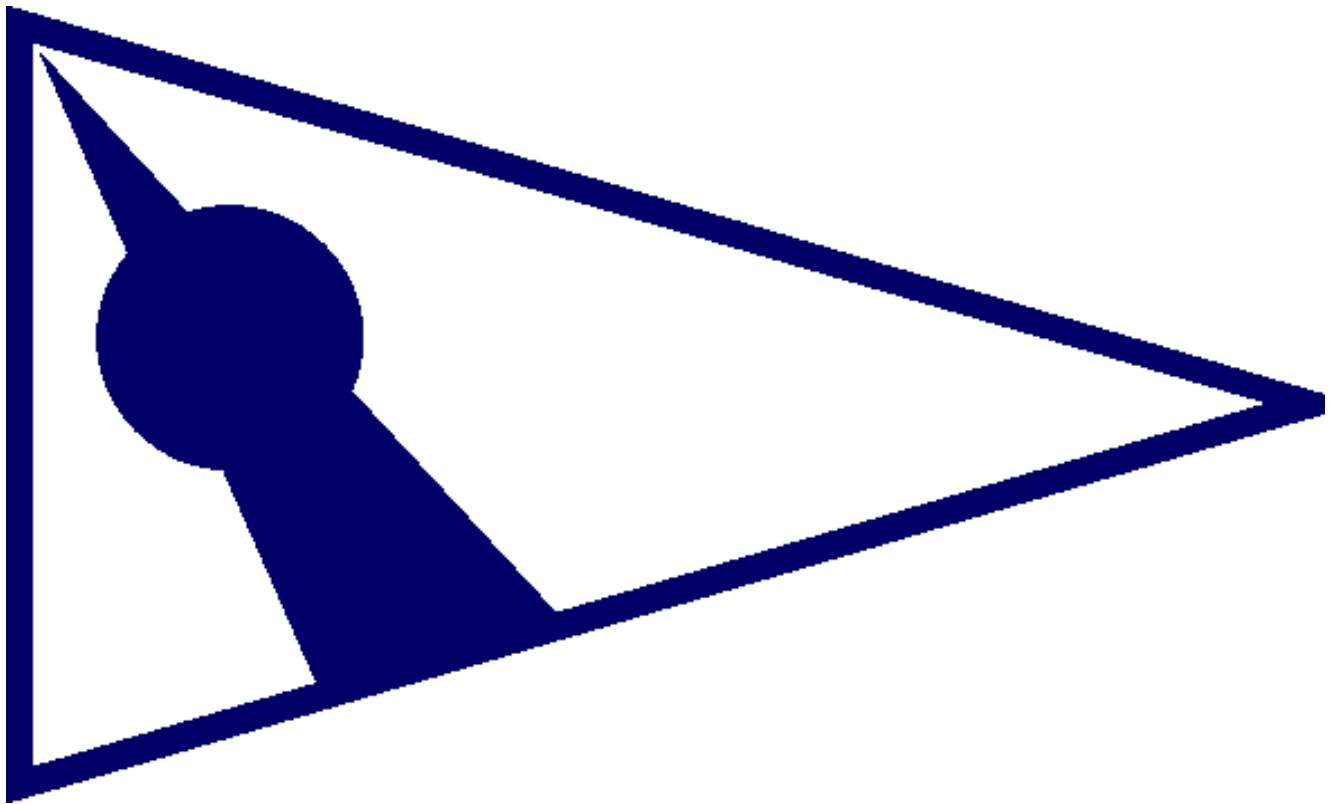
- Must follow One-on-One Interactions Policy, unless an exception exists or appropriate consent is obtained.
- In-Program transportation requirements are met if the Adult Participant is accompanied by another Adult Participant or at least two minors.
- One-on-One In-Program travel is permitted between an Adult Participant and a Minor Athlete when advance written consent is obtained from a parent/guardian on an annual basis. Can be withdrawn at any time.
- Written consent must be obtained from a parent/guardian annually for all transportation sanctioned by the Organization.
- One-on-One Exceptions are allowed.
- Enclosure (2) is the US Sailing/SafeSport Travel Guidelines.

G. LODGING

- Must follow One-on-One Interactions Policy.
- An Adult Participant **CANNOT** share a hotel room or otherwise sleep in the same room with a Minor Athlete during In-Program lodging except:
 - » When there is a Dual Relationship and written consent is provided by a parent/guardian prior to the lodging arrangement.
 - » When there is a Close-In-Age Exception and written consent is provided by a parent/guardian prior to the lodging arrangement.
 - » When there is a Personal Care Assistant Exception, all PCA requirements have been met, and written consent provided by a parent/guardian prior to the lodging arrangement.
- Written consent is required for all In-Program lodging at least annually.
- Adult Participants traveling with an Organization overnight:
 - » Must agree to and sign the Organization's lodging policy annually.
 - » Are assumed to have "Authority" and must comply with the Center's Education & Training Policy.

IV. MANDATED REPORTING

- Everyone in Maryland is obligated under the law to report suspected child abuse and Neglect. Further SSA staff, Board and Junior Committee members are mandated reporters.
- Reporting does not require proof.
- Enclosure (3) is the SSA Reporting Flow chart to help determine reporting requirements
- Enclosure (4) outlines the mandated reporting requirements in Maryland and SSA.
- Enclosure (5) is the US Sailing SafeSport guide on How to Report Violations.



V. MAAPP EXCEPTIONS

In the MAAPP, there are multiple areas where exceptions have been built into the Required Prevention Policies to address common relationships and situations that occur throughout the U.S. Olympic & Paralympic Movement. If an exception applies to a specific policy, it will be listed as a possible exception, along with any additional requirements. The exceptions found in the MAAPP are:

- 1 | **AN EMERGENCY.**
- 2 | **CLOSE-IN-AGE:** When an Adult Participant does not have Authority over the Minor Athlete and is no more than four years older than the Minor Athlete.
- 3 | **PERSONAL CARE ASSISTANT (PCA):** When an Adult Participant is a Personal Care Assistant and has met the following requirements:
 - a. The Minor Athlete’s parent/guardian must provide written consent to the Organization for the PCA to provide care/work with their Minor Athlete.
 - b. The PCA must complete the required training as defined in the Education & Training Policy.
 - c. The PCA must meet all screening requirements of the Organization.
- 4 | **DUAL RELATIONSHIPS:** When an Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. A parent/guardian must provide written consent to the Organization on an annual basis for this exception to be granted.



CLOSE-IN-AGE



PERSONAL CARE ASSISTANT



DUAL RELATIONSHIP

In addition to the above three exceptions there is an overarching Emergency Exception that applies in all areas of the MAAPP.

Enclosure (1): US Sailing and SSA Guide to Assist in Determining Adult Participants that Require SafeSport Training

Adult Participants	Regular Contact	Authority	SafeSport Training Required
US Sailing Certified Instructors, Coaches, and Sailing Counselors	X	X	Core
US Sailing Certified Race Officials	X	X	Core
US Sailing Championship Committee Chairs		X	Core
SSA Staff and Board Members		X	Core
SSA Junior Sailing Committee Members	X	X	Core
SSA Junior Regatta Event Chairs		X	Core
SSA Sailing Program Directors	X	X	Core
SSA Waterfront Directors	X	X	Core
All SSA adult sailing instructors/coaches who would potentially instruct/coach minors	X	X	Core
All Principal Race Officers and Judges <u>for regattas with minor participants</u>		X	Core
Volunteer medical professionals at US Sailing or SSA events		X	Core
Any members, staff, and volunteers that US Sailing or SSA considers to have “regular contact” with or “authority” over minor sailors	X	X	Core
Travel Hosts/Chaperones		X	Core
SSA Race Committee Members at Junior Regattas			Volunteer
All Minor Participant Parents			Parents
Adult Carpool			Parents
Minor Athletes (age 13+)			Youth

Core – SafeSport Trained Core

Parents – Parents Guide to Misconduct in Sports

Volunteers – SafeSport for Volunteers: Abuse Awareness and Prevention Essentials

Youth – SafeSport for Youth Athletes (Age 13+)

Reference: US Sailing MAAPP section III.F, page 8, <https://www.ussailing.org/wp-content/uploads/2021/12/US-SAILING-SAFESPORT-HANDBOOK-2021.pdf>

Enclosure (2):



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Travel Guidelines

Local Travel

Local travel involving one-on-one situations between an athlete and an unrelated adult is a high-risk situation. The goal of these guidelines is to prevent athletes from routinely spending time alone with unrelated adults.

Tips to consider

- #1 - Plan an early team social event so that families from the same neighborhood can meet one another and discuss travel arrangements
- #2 - Create team directories, neighborhood maps and sign-up sheets to help parents arrange their own carpools.
- #3 - Provide the coach with parents' cell numbers as well as a list of back up contacts for alternate transportation for each athlete in the event that practice ends early.
- #4 - Notify parents and athletes of schedule changes as soon as possible so that they can arrange alternative transportation if needed.
- #5 - Ask parents to notify the organization when their transportation plan changes such as when a child rides home with a different teammate.

Travel for Younger or Less Experienced Athletes

Misconduct often consists of a series of actions that extend beyond normally accepted behavior. Inexperienced athletes are at risk because they aren't aware of the boundaries and look to a coach or other adult for guidance. Sport clubs can reduce the risk of misconduct by preparing athletes for overnight travel and involving parents in monitoring and prevention.

Tips to consider

- #1 - Communicate the rules of travel (such as traveling in groups and multiple chaperones) to athletes.
- #2 - Identify first-time travelers so that chaperones can offer additional monitoring and support to these athletes.

- #3 - Pair first-time travelers with more experienced athletes of a similar age.
- #4 - Provide a full itinerary to families as soon as possible so that the athlete can become familiar with the schedule.
- #5 - Assign rooming/travel groups before travel.
- #6 - Where practical, consider scheduling an early season competition trip that is close enough for families to drive so that they can become familiar with the routines of competitive travel.

~As adapted from the US Olympic and Paralympic Committee

SSA Reporting Flow Chart

Start

Do you suspect or are aware of any SafeSport violation related to SSA?

YES

Does this report relate to suspected or known child abuse (including sexual abuse)?

YES

NO

Does this report relate to suspected or known sexual misconduct of an adult, or Center processes (willful tolerance, retaliation, aiding and abetting, or abuse of process)?

YES

NO

REPORT TO:

Law enforcement immediately

U.S. Center for SafeSport immediately

SSA Junior Committee Chair and SSA Commodore

REPORT TO:

U.S. Center for SafeSport immediately

SSA Junior Committee Chair and SSA Commodore

Report incidents related to suspected or known physical misconduct, emotional misconduct, hazing, bullying, harassment, or MAAPP violations to:

Appropriate NGB/HPMO or U.S. Center for SafeSport

SSA Junior Committee Chair and SSA Commodore

Enclosure (4): Maryland / Anne Arundel County Mandated Reporting Process

- I. “Everyone in Maryland Is Obligated Under the Law to Report Suspected Child Abuse and Neglect. We are all obligated to report suspicions of abuse (Maryland Family Law 5-705). There are specific legal requirements for individuals who come into contact with children and youth because of the nature of the work they do. Maryland law defines these individuals as mandated reporters. The law defines these individuals as those who, "within the practice of their employment, occupation, or profession have reason to believe a child has been subjected to abuse or neglect." Mandated reporters are required to make an oral report as soon as possible to their local department of social services or law enforcement, and follow-up with a written report within 48 hours (Maryland Family Law 5-704).” <https://www.reportabusemd.com/know-the-law>
- II. SSA staff, Board and Junior Committee members are mandated reporters and thus have a legal obligation to report suspected child abuse.
- III. “Reporting Does Not Require Proof. You do not need to have proof that abuse or neglect has occurred to make a report. Incidents are to be reported as quickly as possible and waiting for or looking for proof may put a child at risk of harm and interfere with the investigation. You are immune from civil liability and criminal penalty for reporting when you have reason to believe abuse or neglect (Maryland Family Law 5-708).” <https://www.reportabusemd.com/know-the-law>
- IV. Responsibilities of a Mandated Reporter: If you are a mandated reporter and you have reason to believe a child has been subjected to abuse or neglect you must:
 - A. Make a Verbal Report -
 1. Call your local department of social services or law enforcement agency as soon as possible. **Anne Arundel County Social Services (410) 421-8400.**
 2. After making your report to social services or a law enforcement agency, SSA employees are required to notify the SSA Junior Committee Chair and SSA Commodore.
NOTE: Internal reporting to SSA leadership does NOT replace a person’s mandatory duty to report the abuse to local departments and law enforcement.
 - B. File a Written Report
 1. Mandated Reporters must submit a written report to the local department of social services and SSA Junior Committee Chair & Commodore within 48 hours. You should keep a copy of your written report and the date and time you made the verbal report.

Enclosure (5):



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How to Report Violations

US Sailing members and participants are prohibited from engaging in misconduct including but not limited to sexual, emotional, and physical misconduct as well as bullying, hazing, and harassment.

Violations of SafeSport Code Involving Sexual Misconduct

If you have reasonable suspicion of sexual misconduct involving a minor such as child abuse, non-consensual sexual conduct, sexual harassment, or intimate relationships involving an imbalance of power, please REPORT to the US Center for SafeSport (the "Center") electronically on their website, <https://uscenterforsafesport.org/>, or via phone at 1-720-531-0340. The Center has exclusive jurisdiction to respond and resolve allegations of sexual misconduct. If US Sailing receives an allegation of sexual misconduct, it immediately forwards it to the Center.

Violations of the SafeSport Code Other than Violations Involving Sexual Misconduct

Violations of the Code OTHER than sexual misconduct may be made to either US Sailing or the Center. Violations of the Code reported to US Sailing will also be forwarded to the Center to determine if the Center wishes to exercise jurisdiction over the reported violation. In the event that the Center declines jurisdiction over a reported violation, US Sailing will notify the reported party, who may then elect to proceed to employ US Sailing's grievance procedures as provided in the US Sailing Bylaws with respect to the reported violation.

Mandatory Reporting

Adult US Sailing members MUST report any conduct or suspicion of which they become aware that could constitute sexual misconduct, child abuse or neglect, or retaliation related to an allegation of sexual misconduct. Members should not attempt to investigate or evaluate the credibility of any allegation involving the foregoing types of misconduct before submitting a report as doing so may interfere with the Center's investigation and could delay the Center's response to the alleged conduct.

Report to local authorities

Contact local law enforcement authorities if you suspect that child sexual abuse or neglect has occurred. Note that this is in addition to your responsibility to report such misconduct to the Center as highlighted above. Reports of abuse not involving a minor may also be reported to local authorities.

Contact the SafeSport crisis line for 24/7 crisis support

A 24/7 hotline has been established by the Center for crisis interventions, referrals, and emotional support (<https://safesporthelpline.org/>). This confidential and secure helpline 1-866- 200-0796 is operated by RAINN, the nation’s largest anti-sexual violence organization. Life- threatening emergencies should call 911.