



ATHLETE SAFETY POLICY HANDBOOK

Minor Athlete Abuse Prevention Policies
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I. Introduction: US Sailing Athlete Safety Handbook

US Sailing is committed to providing a healthy and positive environment free from abuse for all our members and the sailing community in the United States. US Sailing’s Athlete Safety program is a partnership with the US Center for SafeSport and incorporates the Center’s comprehensive program of abuse prevention, including participant training and education, required prevention policies and best practice guidelines, and mandatory reporting requirements for adults. These measures are informed by experts in the field of child safety and are among the strongest safeguards found in youth-serving organizations.

What is the US Center for SafeSport?

Established in 2017, the U.S. Center for SafeSport (hereinafter referred to either as the US Center for SafeSport or in short form as the “Center”) is the independent and exclusive authority directed by Congress to prevent and respond to all forms of abuse and misconduct within the U.S. Olympic and Paralympic Movement. The Center is an independent, nonprofit 501(c)(3) organization headquartered in Denver, Colorado.

The Center receives, investigates, and responds to reports of abuse and misconduct from individuals affiliated with the U.S. Olympic and Paralympic Committee (USOPC) and its National Governing Bodies (NGBs). The Center ensures that the USOPC and NGBs properly apply policies and procedures to govern abuse prevention and maintains a database of individuals sanctioned from participation in their sport.

Throughout the Olympic and Paralympic Movement, the Center trains athletes, parents, coaches, volunteers, and organizations at all levels on best practices and principles for preventing abuse in sport settings. In doing so, the Center advances its mission of making athlete well-being the center of our nation’s sports culture through abuse prevention, education, and accountability.

What is the SafeSport Code?

The [SafeSport Code](#) establishes consistent standards of response and resolution to abuse and misconduct claims across the U.S. Olympic and Paralympic Movement. The USOPC, NGBs, and LAOs must comply, in all respects, with these policies and procedures as defined by the

Code. All participants of these organizations are responsible for adhering to and understanding the Code.

What is the MAAPP?

The Center’s Minor Athlete Abuse Prevention Policies (“MAAPP”) is a collection of proactive prevention and training policies for the U.S. Olympic & Paralympic Movement. It has three primary components:

1. An Education and Training Policy,
2. Required Prevention Policies, and
3. Recommended Prevention Policies.

The Center developed the MAAPP to assist National Governing Bodies, Paralympic Sport Organizations, Local Affiliated Organizations, the U.S. Olympic and Paralympic Committee, and other individuals to whom these policies apply in meeting their obligations under federal law.

Reporting Abuse and Misconduct.

The Center accepts all reports of sexual abuse and child abuse within the U.S. Olympic and Paralympic Movement. [Report here](#) if you have reasonable suspicion of sexual misconduct or harassment, child abuse (including child sexual abuse), or intimate relationships involving an imbalance of power.

The Center may also accept reports of emotional and physical misconduct (including but not limited to bullying, hazing, stalking, and harassment) within the U.S. Olympic and Paralympic Movement. Reports of emotional and physical misconduct can also be reported directly to your sport’s national governing body (NGB).

Please review Section VIII of this Handbook closely for further direction on reporting known or suspected abuse and misconduct.

US Sailing Athlete Safety Guiding Principles

1. US Sailing believes in an environment free from misconduct and abuse.
2. US Sailing believes that all members share a collective responsibility to protect our sailors.
3. US Sailing provides SafeSport training for all members and Adult Participants to increase awareness and understanding of abuse prevention best practices.
4. US Sailing implements the Center’s MAAPP and procedures to prevent misconduct and abuse in our sport.
5. US Sailing provides a process for members to recognize, respond to and report any SafeSport issues that arise.
6. US Sailing will treat all allegations of abuse or concerns regarding athlete safety

seriously and will respond as prescribed by US Sailing policies, Bylaws and Regulations, and standards and requirements of the Center.

II. Terminology

Adult Participant: Any adult (18 years of age or older) who is:

- a. A member or license holder of US Sailing or a LAO;
- b. An employee or board member of US Sailing or a LAO;
- c. Within the governance or disciplinary jurisdiction of US Sailing or a LAO;
- d. Authorized, approved, or appointed by US Sailing or a LAO to have regular contact with or authority over Minor Athletes.¹

Amateur Athlete: An athlete who meets the eligibility standards established by the National Governing Body or paralympic sports organization for the sport in which the athlete competes.

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. Also see the [Power Imbalance definition in the SafeSport Code](#). *NOTE: US Sailing has provided a complete list of individuals in the sailing community who have "Regular Contact" and/or "Authority" over Minor Athletes. Please see US Sailing's "Regular Contact" and "Authority" chart under Section III(F).*

The Center: The US Center for SafeSport, the independent national organization authorized by the United States Congress with exclusive oversight of abuse prevention and investigation within the Olympic sport movement in the United States.

Close-in-Age Exception: An exception applicable to certain policies when an Adult Participant does not have authority over a Minor Athlete *and* is not more than four years older than the Minor Athlete (e.g., a 19-year-old and a 16-year-old). Note: this exception *only* applies within the prevention policies and *not* regarding conduct defined in the SafeSport Code.

Dual Relationships: An exception applicable to certain policies when an Adult Participant has a dual role or relationship with a Minor Athlete and the Minor Athlete's parent/guardian has provided written consent at least annually authorizing the exception. Examples of Dual Relationships include but are not limited to family members, mental health professionals, teachers, medical professionals, and family friends.

In-Program Contact: Any contact (including communications, interactions, or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport.

Examples of In-Program Contact include, but are not limited to: competition, practices,

¹ This may include volunteers, medical staff, trainers, chaperones, monitors, contract personnel, bus/van drivers, officials, adult athletes, staff, board members, and any other individual who meets the Adult Participant definition.

camps/clinics, training/instructional sessions, pre/post game meals or outings, team travel, review of game film, team- or sport-related relationship building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community service, sport education, or competition site visits.

LAO (“Local Affiliated Organization”): A regional, state, or local club or organization that is directly affiliated with US Sailing or that is affiliated with US Sailing by its direct affiliation with a regional or state affiliate of US Sailing.

MAAPP: Minor Athlete Abuse Prevention Policies

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 a LAO.

Partial or Full Jurisdiction: Includes any sanctioned event (including all travel and lodging in connection with the event) by US Sailing or a LAO, or any facility that US Sailing or a LAO owns, leases, or rents for practice, training or competition.

National Governing Body (NGB): A U.S. Olympic National Governing Body, Pan American Sport Organization, or Paralympic Sport Organization recognized by the U.S. Olympic & Paralympic Committee pursuant to the Ted Stevens Olympic and Amateur Sports Act, 36 U.S.C. §§ 220501, et seq. This definition shall also apply to the USOPC, or other sports entity approved by the USOPC, when they have assumed responsibility for the management or governance of a sport included on the program of the Olympic, Paralympic, or Pan-American Games.

Adult Participant Personal Care Assistant: An Adult Participant who assists an athlete requiring help with activities of daily living (ADL) and preparation for athletic participation. This support can be provided by a Guide for Blind or visually impaired athletes or can include assistance with transfer, dressing, showering, medication administration, and toileting. Personal Care Assistants are different for every athlete and should be individualized to fit their specific needs. When assisting a Minor Athlete, Adult Participant PCAs must be authorized by the athlete’s parent/guardian.

Paralympic Sport Organization (PSO): An amateur sports organization recognized and certified as an NGB by the USOPC.

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). *NOTE: US Sailing has provided a list of categories of Adult Participants in the sailing community who have “Regular Contact” and/or “Authority” over Minor Athletes. Please see US Sailing’s “Regular Contact” and “Authority” chart under Section III(F).*

SafeSport Trained Core Course (“SafeSport Trained Core”): The Center’s comprehensive abuse prevention training course. The SafeSport Trained Core is available free of charge for all Adult Participants under the MAAPP.

U.S. Olympic & Paralympic Committee (USOPC): A federally chartered nonprofit corporation that serves as the National Olympic Committee and National Paralympic Committee for the United States.

III. Education and Training Policy

A. Mandatory Child Abuse Prevention Training for Adult Participants

1. Adult Participants Required to Complete Training

- a. The following Adult Participants must complete the *SafeSport Trained Core* either through the Center's online training or the Center's approved, in-person training:
 - i. Adult Participants who have **regular contact** with any amateur athlete(s) who is a minor (see table under subsection F);
 - ii. Adult Participants who have **authority** over any amateur athlete(s) who is a minor (see table under subsection F);
 - iii. Adult Participants who are an employee or board member of US Sailing or a LAO.
- b. Adult Participants who are medical providers required to take training under Section (a) can take the Health Professionals Course in lieu of the *SafeSport Trained Core*.

PLEASE SEE SUBSECTION H BELOW FOR A COMPLETE LIST OF INDIVIDUALS WHO ARE REQUIRED TO COMPLETE SAFESPORT TRAINED CORE.

2. Timing of Training

Adult Participants must complete this training:

- a. Before regular contact with an amateur athlete who is a minor begins; **and**
- b. Within the first 45 days of either initial membership or upon beginning a new role subjecting the adult to this policy.

3. Refresher Training

The above listed Adult Participants must complete a refresher course on an annual basis, beginning the calendar year after completing the *SafeSport Trained Core*. Every four years, Adult Participants will complete the *SafeSport Trained Core* training. Medical providers can take the Health Professionals Course in lieu of the *SafeSport Trained Core* and are required to take the refresher courses on an annual basis if they meet the criteria for A(1).

B. Minor Athlete Training Must Be Offered

1. US Sailing and LAOs, on an annual basis, must offer and, subject to parental consent, give training to Minor Athletes on the prevention and reporting of child abuse.
2. The Center offers youth courses, located at safesporttrained.org that meet this requirement.

C. Parent Training Must Be Offered

1. US Sailing and LAOs, on an annual basis, must offer training to parents on the prevention and reporting of child abuse.
2. The Center offers a parent course, located at safesporttrained.org, that meets this requirement.

D. Optional Training

1. Adult Participants serving in a volunteer capacity, who will not have regular contact with or authority over Minor Athletes, should take the Center's brief Volunteer Course (or *SafeSport Trained Core*) before engaging or interacting with any Minor Athlete(s).
2. US Sailing and LAOs may provide training *in addition to* the *SafeSport Trained Core*, although they cannot refer to this training as "SafeSport" training. **Training other than the *SafeSport Trained Core* or Refresher does not satisfy this policy.**
3. Parents of Minor Athletes are provided free online access to the Center's parent course and are encouraged to take the training.

E. Exemptions and Accommodations

1. Exemptions from this Education & Training Policy may be made on a case-by-case basis for victims/survivors. Requests may be made directly to the Center at exemptions@safesport.org.
2. The Center will work with US Sailing and LAOs on appropriate accommodations for persons with disabilities and individuals with limited English proficiency to satisfy these training requirements. US Sailing and LAOs must provide reasonable accommodations and track any exemptions for individuals with disabilities and individuals with limited English proficiency.

F. TO ASSIST LAOs IN IDENTIFYING ADULT PARTICIPANTS WHO HAVE “REGULAR CONTACT” WITH OR “AUTHORITY” OVER MINOR ATHLETES, PLEASE REFER TO THE FOLLOWING TABLE:

Adult Participants	Regular Contact	Authority
US Sailing Staff, Interns, and Board of Directors		X
US Sailing Contract Coaches	X	X
US Sailing Certified Instructors, Coaches, and Sailing Counselors	X	X
US Sailing Certified Race Officials	X	X
Athletes <ul style="list-style-type: none"> - Olympic Games Team - Pan American Games Team - Youth Olympic Games Team - US Sailing Team - Youth Worlds Team - Olympic Development Program Team Members	X	
US Sailing Championship Committee Chairs		X
LAO Staff and Board Members		X
LAO Junior Sailing Committee Members	X	X
LAO Junior Regatta Event Chairs		X
LAO Sailing Program Directors	X	X
LAO Waterfront Directors	X	X
All LAO adult sailing instructors/coaches who would potentially instruct/coach minors	X	X
All Principal Race Officers and Judges for regattas with minor participants		X
Volunteer medical professionals at US Sailing or LAO events		X
Any members, staff, and volunteers that US Sailing or an LAO considers to have “regular contact” with or “authority” over minor sailors	X	X

IV. Required Policies For One-On-One Interactions

The Center recognizes that youth-adult relationships can be healthy and valuable for development. Policies on one-on-one interactions protect children while allowing for these beneficial relationships. As child sexual abuse is often perpetrated in isolated, one-on-one situations, it is critical that organizations limit such interactions between youth and adults and implement programs that reduce the risk of sexual abuse.

1. ONE-ON-ONE INTERACTIONS POLICY

A. Mandatory Components

1. Observable and Interruptible

- a. All one-on-one In-Program Contact between an Adult Participant and a Minor Athlete must be observable and interruptible, except in emergency circumstances.
- b. The exceptions below may apply to specific policies, and if the exceptions apply, they are listed in the policy. These exceptions also apply to all one-on-one In-Program Contact not specifically addressed in other policies:
 - i. When a Dual Relationship exists; or
 - ii. When the Close-in-Age Exception applies; or
 - iii. If a Minor Athlete needs a Personal Care Assistant, and:
 - (1) the Minor Athlete's parent/guardian has provided written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
 - (2) the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
 - (3) the Adult Participant Personal Care Assistant has complied with the US Sailing or the LAO's screening policy; or
 - iv. In other circumstances specifically addressed in this policy that allow for certain one-on-one interactions if US Sailing or a LAO receives parent/guardian consent.

2. MEETINGS AND TRAINING SESSIONS

A. Mandatory Components

1. Observable and Interruptible

Adult Participants must follow the one-on-one interaction policy in all meetings and training sessions where Minor Athlete(s) are present.

2. Individual Training Sessions

- a. One-on-one, In-Program, individual training sessions must be observable and interruptible except if:
 - i. A Dual Relationship exists; or
 - ii. The Close-in-Age Exception applies; or
 - iii. A Minor Athlete needs a Personal Care Assistant, and:
 - (1) the Minor Athlete’s parent/guardian has provided written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
 - (2) the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
 - (3) the Adult Participant Personal Care Assistant has complied with the US Sailing or the LAO’s screening policy.
 - b. The Adult Participant providing the individual training session must receive advance, written consent from the Minor Athlete’s parent/guardian at least annually, which can be withdrawn at any time; and
 - c. Parents/guardians must be allowed to observe the individual training session.
3. Meetings with licensed mental health care professionals and health care providers (other than athletic trainers²)
- If a licensed mental health care professional or licensed health care provider meets one-on-one with a Minor Athlete at a sanctioned event or a facility, which is partially or fully under US Sailing or a LAO’s jurisdiction, the meeting must be observable and interruptible except:
- a. If the door remains unlocked; and
 - b. Another adult is present at the facility and notified that a meeting is occurring, although the Minor Athlete’s identity needs not be disclosed; and
 - c. US Sailing or the LAO is notified that the provider will be meeting with a Minor Athlete; and
 - d. The provider obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

B. Recommended Components

1. Monitoring

If a permitted meeting or training session takes place between an Adult Participant(s) and a Minor Athlete(s) at a facility partially or fully under the jurisdiction of US Sailing or a LAO, another Adult Participant will monitor each meeting or training session. Monitoring includes reviewing the parent/guardian consent form, knowing that the meeting or training session is occurring, knowing the approximate planned duration of the meeting or training session, and dropping in on the meeting or training session.

² Athletic trainers who are covered under these policies must follow the “Athletic Training Modalities, Massages, and Rubdowns” policy.

2. Parent Training

Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to have a meeting or training session with an Adult Participant subject to these policies.

3. ATHLETIC TRAINING MODALITIES, MESSAGES, AND RUBDOWNS

A. Mandatory Components

1. Athletic training modality, massage, or rubdown

All In-Program athletic training modalities, massages, or rubdowns of a Minor Athlete must:

- a. Be observable and interruptible; and
- b. Have another Adult Participant physically present for the athletic training modality, massage, or rubdown; and
- c. Have documented consent as explained in subsection (2) below; and
- d. Be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin, or genitals are always covered; and
- e. Allow parents/guardians in the room as an observer, except for competition or training venues that limit credentialing.

2. Consent

- a. Providers of athletic training modalities, massages, and rubdowns or US Sailing and the LAO, when applicable, must obtain consent at least annually from Minor Athletes’ parents/guardians before providing any athletic training modalities, massages, or rubdowns.
- b. Minor Athletes or their parents/guardians can withdraw consent at any time.

B. Recommended components

1. Parent Training

Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to receive an athletic training modality, massage, or rubdown.

2. The provider should narrate the steps in the massage, rubdown, or athletic training modality before taking them, seeking assent of the Minor Athlete throughout the process.
3. When possible, techniques should be used to reduce physical touch of Minor Athletes.

4. Only licensed providers should administer a massage, rubdown, or athletic training modality.
5. Coaches, regardless of whether they are licensed massage therapists, should not massage Minor Athletes.

4. LOCKER ROOMS AND CHANGING AREAS

A. Mandatory Components

1. Observable and Interruptible

Adult Participants must ensure that all one-on-one In-Program Contact with Minor Athlete(s) in a locker room, changing area, or similar space where Minor Athlete(s) are present is observable and interruptible, except if:

- a. A Dual Relationship exists; or
 - b. The Close-in-Age Exception applies; or
 - c. A Minor Athlete needs a Personal Care Assistant and:
 - i. The Minor Athlete's parent/guardian has provided written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
 - ii. The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
 - iii. The Adult Participant Personal Care Assistant has complied with the US Sailing or LAO screening policy.
- #### **2. Conduct in Locker Rooms, Changing Areas, and Similar Spaces**
- a. No Adult Participant or Minor Athlete can use the photographic or recording capabilities of any device in locker rooms, changing areas, or any other area designated as a place for changing clothes or undressing.
 - b. Adult Participants must not change clothes or behave in a manner that intentionally or recklessly exposes their breasts, buttocks, groins, or genitals to a Minor Athlete.
 - c. Adult Participants must not shower with Minor Athletes unless:
 - i. The Adult Participant meets the Close-in-Age Exception; or
 - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
 - d. Parents/guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participant(s) during In-Program Contact. US Sailing, the LAO, and the Adult Participant(s) must abide by this request.

3. Media and Championship Celebrations in Locker Rooms

US Sailing or the LAO may permit recording or photography in locker rooms for the

purpose of highlighting a sport or athletic accomplishment if:

- i. Parent/legal guardian consent has been obtained; and
- ii. US Sailing or the LAO approves the specific instance of recording or photography; and
- iii. Two or more Adult Participants are present; and
- iv. Everyone is fully clothed.

4. Personal Care Assistants

Adult Participant Personal Care Assistants are permitted to be with and assist Minor Athlete(s) in locker rooms, changing areas, and similar spaces where other Minor Athletes are present, if they meet the requirements in subsection (1)(c) above.

5. Availability and Monitoring of Locker Rooms, Changing Areas, and Similar Spaces

- a. US Sailing or the LAO must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at sanctioned events or facilities partially or fully under US Sailing or LAO jurisdiction.
- b. US Sailing or the LAO must monitor the use of locker rooms, changing areas, and similar spaces to ensure compliance with these policies at sanctioned events or facilities partially or fully under US Sailing or LAO jurisdiction.

5. ELECTRONIC COMMUNICATIONS³

A. Mandatory Components

1. Open and Transparent

- a. All one-on-one electronic communications between an Adult Participant and a Minor Athlete must be Open and Transparent except:
 - i. When a Dual Relationship exists; or
 - ii. When the Close-in-Age Exception applies; or
 - iii. If a Minor Athlete needs a Personal Care Assistant and:
 - (1) the Minor Athlete's parent/guardian has provided written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
 - (2) the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
 - (3) the Adult Participant Personal Care Assistant has complied with the Organization's screening policy.
- b. Open and Transparent means that the Adult Participant copies or includes the Minor

³ Electronic communications include, but are not limited to: phone calls, videoconferencing, video coaching, texting, and social media.

Athlete's parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant.

- i. If a Minor Athlete communicates with the Adult Participant first, the Adult Participant must follow this policy if the Adult Participant responds.
- c. Only platforms that allow for Open and Transparent communication may be used to communicate with Minor Athletes.

2. Team Communication

When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, the Adult Participant must copy or include another Adult Participant or the Minor Athletes' parents/guardians.

3. Content

All electronic communication originating from an Adult Participant(s) to a Minor Athlete(s) must be professional in nature unless an exception in (1)(a) exists.

4. Requests to Discontinue

Parents/guardians may request in writing that US Sailing, the LAO, or an Adult Participant subject to this policy not contact their Minor Athlete through any form of electronic communication. US Sailing, the LAO, and the Adult Participant must abide by any request to discontinue, absent emergency circumstances.

B. Recommended components

1. Hours

Electronic communications should generally be sent only between the hours of 8:00 a.m. and 8:00 p.m. local time for the location of the Minor Athlete.

2. Social Media Connections

Adult Participants, except those with a Dual Relationship or who meet the Close-in-Age Exception, are not permitted to maintain private social media connections with Minor Athletes and should discontinue existing social media connections with Minor Athletes.

6. TRANSPORTATION

A. Mandatory Components

1. Transportation

- a. An Adult Participant cannot transport a Minor Athlete one-on-one during In-Program travel, except if:
 - i. A Dual Relationship exists; or
 - ii. The Close-in-Age Exception applies; or
 - iii. A Minor Athlete needs a Personal Care Assistant and:

- (1) the Minor Athlete’s parent/guardian has provided written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
- (2) the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
- (3) the Adult Participant Personal Care Assistant has complied with the Organization’s screening policy; or
- iv. The Adult Participant has advance, written consent to transport the Minor Athlete one-on-one obtained at least annually from the Minor Athlete’s parent/guardian.
- b. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.
- c. An Adult Participant meets the In-Program transportation requirements if the Adult Participant is accompanied by another Adult Participant or at least two minors.
- d. Written consent from a Minor Athlete’s parent/guardian is required at least annually for all transportation sanctioned by US Sailing or a LAO.

B. Recommended Components

1. Shared or Carpool Travel Arrangement

US Sailing encourages parents/guardians to pick up their Minor Athlete first and drop off their Minor Athlete last in any shared or carpool travel arrangement.

2. Parent Training

Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to travel one-on-one with an Adult Participant.

7. LODGING

A. Mandatory Components

1. Hotel Rooms and Other Sleeping Arrangements

- a. All In-Program Contact at a hotel or lodging site between an Adult Participant and a Minor Athlete must be observable and interruptible, and an Adult Participant cannot share a hotel room or otherwise sleep in the same room with a Minor Athlete(s), except if:
 - i. A Dual Relationship Exists, and the Minor Athlete’s parent/guardian has provided US Sailing or the LAO with advance, written consent for the lodging arrangement;
 - ii. The Close-in-Age Exception applies, and the Minor Athlete’s parent/guardian has provided US Sailing or the LAO with advance, written consent for the

lodging arrangement; or

iii. The Minor Athlete needs a Personal Care Assistant, and:

- (1) The Minor Athlete's parent/guardian has provided advance, written consent to US Sailing or the LAO for the Adult Participant Personal Care Assistant to work with the Minor Athlete and for the lodging arrangement;
- (2) The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
- (3) The Adult Participant Personal Care Assistant has complied with the Organization's screening policy.

b. Written consent from a Minor Athlete's parent/guardian must be obtained for all In-Program lodging at least annually.

2. Monitoring or Room Checks During In-Program Travel

If US Sailing or the LAO performs room checks during In-Program lodging, the one-on-one interaction policy must be followed and at least two adults must be present for the room checks.

3. Additional Requirements for Lodging Authorized or Funded by the Organization

- a. Adult Participants traveling with US Sailing or the LAO must agree to and sign this lodging policy at least annually.
- b. Adult Participants that travel overnight with Minor Athlete(s) are assumed to have Authority over Minor Athlete(s) and thus must comply with US Sailing's Education & Training Policy.

B. Recommended Components

1. Parent Training

Parents/guardians receive the U.S. Center for SafeSport's education and training on child abuse prevention before providing consent for lodging arrangements under this policy.

V. Organizational Requirements for Education and Training and Prevention Policies

US SAILING MUST IMPLEMENT PROACTIVE POLICIES DESIGNED TO PREVENT ABUSE. THESE ORGANIZATIONAL REQUIREMENTS ARE DESCRIBED BELOW

A. Organizational Requirements for Education & Training

1. US Sailing must track whether Adult Participants under its jurisdiction complete the required training listed in Section III.
2. US Sailing and LAOs must, on an annual basis, offer and, subject to parental consent, give training to Minor Athletes on the prevention and reporting of child abuse.
 - a. For training to Minor Athletes, the US Sailing must track a description of the training and how the training was offered and provided to Minor Athletes.
 - b. US Sailing is not required to track individual course completions of Minor Athletes.
3. US Sailing and LAOs must, on an annual basis, offer training to parents on the prevention and reporting of child abuse.

B. Required Prevention Policies and Implementation

1. US Sailing must develop minor athlete abuse prevention policies that contain the mandatory components in Section IV. These model policies cover:
 - a. One-on-one interactions
 - b. Meetings and training sessions
 - c. Athletic training modalities, massages, and rubdowns
 - d. Locker rooms and changing areas
 - e. Electronic communications
 - f. Transportation
 - g. Lodging
2. The policies must be approved by the Center as described in subsection (C) below. The policies may include the recommended components in Section IV and the recommended policies in Section IV. Given the uniqueness of each sport, however, some recommended components or policies may not be feasible or appropriate. US Sailing and LAOs may choose to implement stricter standards than the model policies.
3. US Sailing must also require that its LAOs implement these policies within each LAO.

4. US Sailing and LAOs must implement these policies for all In-Program Contact.
 - a. At sanctioned events and facilities partially or fully under its jurisdiction, US Sailing and LAOs must take steps to ensure the policies are implemented and followed.
 - b. For In-Program Contact that occurs outside US Sailing or a LAO's sanctioned event or facilities, implementing these policies means:
 - a. Communicating the policies to individuals under its jurisdiction;
 - b. Establishing a reporting mechanism for violations of the policies;
 - c. Investigating and enforcing violations of the policies.
5. US Sailing and LAOs must have a reporting mechanism to accept reports that an Adult Participant is violating US Sailing LAO MAAPP requirements. US Sailing LAO must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

C. Policy Approval and Submission Process

1. US Sailing may adopt the MAAPP as-is or adapt it to fit their needs. Regardless, US Sailing must submit its policies to the Center at compliance@safesport.org for review and approval by January 31, 2021. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Section IV become the default policy until the Center approves the policy.
2. US Sailing must require its LAOs to incorporate the mandatory components of Section IV. US Sailing may require its LAOs implement US Sailing policies, which may be more stringent than the policies in Section IV.
3. US Sailing may, in its discretion, require its National Member Organizations (NMO) to implement these policies.
 - If US Sailing chooses to require its NMOs to implement the Education & Training Policy it must obtain advanced, written approval from the Center to expand the training access to additional persons. Requests must be submitted to ngbservices@safesport.org.
4. The mandatory components of Section IV will serve as the default policy for any organization that fails to develop its own policy as required by this section.

VI. Recommended Policies for Keeping Young Athletes Safe

A. Out-of-Program Contact

Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, should not have out-of-program contact with Minor Athlete(s) without legal/parent guardian consent, even if the out-of-program contact is not one-on-one.

B. Gifting

1. Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, should not give personal gifts to Minor Athlete(s).
2. Gifts that are equally distributed to all athletes and serve a motivational or education purpose are permitted.

C. Photography/Video

1. Photographs or videos of athletes may only be taken in public view and must observe generally accepted standards of decency.
2. Adult Participants should not publicly share or post photos or videos of Minor Athlete(s) if the Adult Participant has not obtained the Parent/Guardian and Minor Athlete's consent.

VII. Accessing and Completing Abuse Prevention Training

A. How to Create a SafeSport Training Account.

1. All US Sailing members and Participants can access the US Center for SafeSport's abuse prevention training courses through the link provided on [US Sailing's Athlete Safety homepage](#). The SafeSport Training courses are free to all US Sailing members and Participants.
2. US Sailing members and Participants who have not previously created an account must click the "**New User Registration**" link to set up a new SafeSport Training account. Please review all registration instructions closely before clicking the link.
3. US Sailing members and Participants who already have a SafeSport account can access their account login page by clicking the "**Existing User Login**" link. Please review all instructions closely before clicking the link.

B. What SafeSport Training Courses Must I Complete?

1. The mandatory SafeSport training courses include the following four courses:
 - a. **SafeSport Trained – NGB1**
 - b. **Refresher 1: Recognizing and Reporting Misconduct – NGB1**
 - c. **Refresher 2: Preventing Misconduct – NGB1**
 - d. **Refresher 3: Creating a Positive Sport Environment – NGB1**
2. Users are required to complete one SafeSport training course per year.
Maintaining up to date SafeSport records requires users to first complete the full (90 minute) **SafeSport Trained – NGB1** course. Users must thereafter complete one shorter Refresher course per year – starting with Refresher 1 – in each of the three subsequent years following completion of SafeSport Trained – NGB1. Once a user has completed a four-year cycle of courses the user must begin the cycle again by retaking SafeSport Trained – NGB1.
3. All SafeSport Training courses can be found in the course **Catalog** on your [SafeSporttrained.org](#) training dashboard.
4. Please note that the course Catalog also includes numerous optional SafeSport courses that users may choose to complete.

VIII. Reporting Abuse and Misconduct

A. Exclusive Jurisdiction of the US Center for SafeSport. Pursuant to the terms of the SafeSport Code, The US Center for SafeSport has the exclusive jurisdiction to investigate and resolve allegations that a Participant engaged in one or more of the following:

1. Sexual Misconduct, including without limitation child sexual abuse and any misconduct that is reasonably related to an underlying allegation of Sexual Misconduct;
2. Criminal Charges or Dispositions involving Child Abuse or Sexual Misconduct;
3. Misconduct Related to Reporting, where the underlying allegation involves Child Abuse or Sexual Misconduct;
4. Misconduct Related to Aiding and Abetting, Abuse of Process, or Retaliation, when it relates to the Center's process;
5. Other Inappropriate Conduct, as defined in the SafeSport Code.

B. Mandatory Reporting

1. The following adults are considered mandatory reporters under federal law:
 - a. A member or license holder of US Sailing or a LAO;
 - b. An employee or board member of US Sailing or a LAO;
 - c. Within the governance or disciplinary jurisdiction of US Sailing or a LAO;
 - d. Authorized, approved, or appointed by US Sailing or a LAO to have regular contact with or authority over Minor Athletes.
2. Any adult who falls within these categories must report misconduct as provided under Section C herein.

C. What To Report.

1. Child Abuse.

- a. To Law Enforcement. Federal law⁴ requires all adults who (1) are authorized by a national governing body, member of a national governing, or an amateur sports organization to interact with minor athletes and (2) learn of facts that give reason to suspect that a child has suffered an incident of child abuse, including sexual abuse, to report such abuse to law enforcement and/or [your state's designated agency](#).
- b. To the US Center for SafeSport. Federal Law requires an Adult Participant (as defined under the SafeSport Code and herein) who learns of information or reasonably suspects that a child has suffered an incident of child abuse, including sexual abuse, must immediately make a report to the US Center for SafeSport.

2. Sexual Misconduct.

- a. An Adult Participant (as defined herein) who learns of information or

⁴ Victims of Child Abuse Act of 1990; 34 USC 203;
<https://uscode.house.gov/view.xhtml?path=/prelim@title34/subtitle2/chapter203&edition=prelim>.

reasonably suspects that an incident(s) of sexual misconduct has occurred, must immediately report the incident(s) directly to the US Center for SafeSport.

- b. This reporting requirement applies regardless of whether the suspected victim is an adult or minor.
3. **Emotional and Physical Misconduct.** An Adult Participant who learns of information or reasonably suspects that an incident(s) of emotional or physical misconduct (including bullying, stalking, hazing, and harassment) prohibited under the SafeSport Code has occurred must report it to the organization (USOPC, NGB, or LAO) with which the Participant is affiliated.
4. **Minor Athlete Abuse Prevention Policies.** An Adult Participant who learns of information or reasonably suspects a violation of the Minor Athlete Abuse Prevention Policies or other proactive policies must report it to the organization (USOPC, NGB, or LAO) with which the Participant is affiliated.
5. **Other Misconduct.**
 - a. Criminal Charge(s) or Disposition(s) involving sexual misconduct or misconduct involving Minors must be reported to the US Center for SafeSport.
 - b. Misconduct related to the Center's process, including suspected incident(s) of (a) Aiding and Abetting and (b) Abuse of Process must be reported to the US Center for SafeSport.

D. How To Report.

1. All Reports to the US Center for SafeSport must be made through the Center's reporting portal: <https://uscenterforsafesport.org/report-a-concern/>. Reports can be made electronically or over the phone.
2. State level child abuse reporting agencies can be found here: <https://www.childwelfare.gov/topics/responding/reporting/how/>.
3. All Reports to US Sailing can be made [here](#).

E. What Happens When A Report Is Filed?

1. Reports to the US Center for SafeSport. All reports of child abuse and/or sexual misconduct filed with the US Center for SafeSport will go through the Center's standard intake and resolution procedures. To learn more about the Center's intake and resolution procedures please see Section XI of the [SafeSport Code](#).
2. Reports to US Sailing. All reports of misconduct made to US Sailing will be

reviewed on a case-by-case basis to determine proper jurisdiction. US Sailing may take the following actions with respect to a report it receives:

- a. Any reports falling within the exclusive jurisdiction of the US Center for SafeSport will be forwarded to the US Center for SafeSport as required under the SafeSport Code
- b. Reports of misconduct that do not fall within the exclusive jurisdiction of the US Center for SafeSport will be reviewed on a case-by-case basis. US Sailing reserves the right to investigate and resolve the matter pursuant to its relevant policies and procedures or forward the report to the relevant local sailing organization(s) for resolution.

3. Confidentiality and Anonymity.

- a. To the extent permitted by law, and as appropriate, US Sailing will treat any report it receives as confidential and will not make public the name of the claimant(s), reporting party, or respondent(s) without the consent of the reporting party. However, US Sailing may disclose such names on a limited basis when reporting to the US Center for SafeSport or to law enforcement authorities.
- b. US Sailing strongly encourages all reporting parties to provide their contact details where possible. Anonymous reporting may make it difficult to investigate or properly address allegations.

IX. Response and Resolution Policy

A. Reporting Mechanism.

1. Located on the US Sailing website are two links for reporting misconduct. One link directs users to the Center's abuse reporting form. The Second link is to be used for reports directly to US Sailing.
2. Reporting has no associated costs or fees and can be submitted anonymously.
3. Refer to Section VIII above to determine how and what to report.

B. Referral of Reports to the U.S. Center for SafeSport.

1. Any report received by US Sailing or its affiliates that include misconduct that falls within the Center's exclusive jurisdiction will be forwarded to the Center within 24 hours of receiving the report.

C. Jurisdiction Notification.

US Sailing will notify an identified reporting party of it plans on forwarding the report to the Center, if it plans on addressing the report itself, or if the report will be handled by one of its local affiliated organizations within 48 hours of receiving the report.

D. Anti-Retaliation.

Retaliation or attempt to do the same by a Participant, someone acting on behalf of a Participant, US Sailing, a Local Affiliated Organization, or any organization under the Center's jurisdiction is prohibited before, during, and after the process of resolving an abuse or misconduct allegation. Retaliation is any adverse action or threat to take any adverse action against any person related to allegations of Prohibited Conduct, as defined under Section IX of the SafeSport Code.

E. Response and Resolution of Reports.

1. Jurisdiction.
 - a. US Sailing and its LAOs shall immediately refer to the Center reports of misconduct that it receives that fall within the Center's exclusive jurisdiction.
 - b. For any other reports of misconduct that it receives, such as alleged bullying, hazing, emotional or physical misconduct, or MAAPP violations, US Sailing will determine whether or not a SafeSport Code violation has occurred and the proper jurisdiction for resolving such violation.
2. Intake and Investigation. Reports of physical and emotional misconduct, bullying, and hazing, as defined under the SafeSport Code, and violations of the MAAPP under Sections III and IV of this Handbook, may be investigated and resolved by US Sailing. Alternatively, US Sailing reserves the right to refer all such reports to local sailing organizations for resolution.

3. Resolution.
 - a. US Sailing or a local sailing organization shall review the report and determine appropriate resolution.
 - b. If a local sailing organization receives a report from US Sailing, it shall resolve the report according to its policies and procedures.
 - c. Notice shall be given to the reporting party on the decision of whether there was a violation of the SafeSport code and any corrective actions or sanctions put in place.
4. Reporting and Recording. A record of all reports received by US Sailing or an LAO, including reports that are forwarded to the Center as required herein, shall be kept by US Sailing and an LAO in a format that captures the following:
 - a. How US Sailing or an LAO responded to the report of misconduct, and
 - b. The final outcome or resolution of the matter.
5. US Sailing Designated Representative. US Sailing's Staff Counsel and Compliance Manager shall ensure this Response and Resolution Policy is followed at all times.

F. No Interference. US Sailing and US Sailing LAOs will not attempt to interfere in or attempt to influence the outcome of any Center investigations.

G. Responsiveness to Requests from the Center. US Sailing's Staff Counsel and Compliance Manager will respond to requests from the Center within 72 hours for:

1. the eligibility status of any Participants, and
2. The existence of any US Sailing imposed temporary measures or safety plans.

H. Policy to Enforce Sanctions and Temporary Measures. The US Sailing Event Quality Control System Policy can be found in Section X of this Handbook.

I. Policy to Submit Data to Center

1. The Organization must annually submit to the Center data regarding:
 - a. Reports of emotional or physical misconduct made to the Organization or its local affiliated organizations.
 1. Total reported incidents of alleged emotional misconduct
 2. Total reported incidents of alleged physical misconduct
 3. Total number of investigations of alleged emotional misconduct
 4. Total number of investigations of alleged physical misconduct
 5. Total number of violations for emotional misconduct adjudicated by the Organizations, separated by cases adjudicated by NGB and cases adjudicated by its LAOs
 6. Total number of violations for physical misconduct adjudicated by NGB and cases adjudicated by LAOs
 - b. Reports to the Organization or its local affiliated organizations that a participant violated the Minor Athlete Abuse Prevention Policies (MAAPP)
 1. Total reported incidents of alleged violations of the MAAPP,

- by policy type
- 2. Total number of investigations of alleged violations of the MAAPP
- 3. Total number of violations of the MAAPP, separated by cases adjudicated by NGB and cases adjudicated by its LAO
- c. Reports to the Organizations or its local affiliated organization that a participant engaged in retaliation
 - 1. Total reported incidents of alleged retaliation
 - 2. Total number of investigations of alleged retaliation
 - 3. Total number of violations of retaliation policy separated by cases adjudicated by NGB and cases adjudicated by its LAO

X. US Sailing Event Quality Control System Policy

A. This Quality Control System is a written policy required by the US Center for SafeSport (the “Center”) for all US Sailing championship events where youth sailors will be competing (“Event”). This policy ensures the following:

1. That all policies and procedures contained in the Center’s Minor Athlete Abuse Prevention Policies (“MAAPP”) will be followed at an Event. The MAAPP consists of the following:
 - a. Mandatory SafeSport Training for all adult Event Participants and adult Competitors who have regular contact with or authority over minor athletes at an Event, and
 - b. Mandatory one-on-one abuse prevention policies applicable to all adult Event Participants and adult Competitors at an Event.
 - c. Mandatory reporting of known, suspected, or alleged child abuse or other violations of the MAAPP or SafeSport Code.
2. That all mandatory SafeSport policies and procedures will be communicated to Event Participants and Competitors prior to the Event.
3. That all adult Event Participants and adult Competitors at an Event who are required to complete the Center’s mandatory SafeSport training have done so prior to participating at an Event.
4. That no Event Participant or Competitor at an Event is included on the Organization Exclusion List or Administrative Hold List.

B. Definitions

1. **Competitor(s):** An individual who is registered to compete in a US Sailing Championship event.
2. **Event:** Any US Sailing Championship event where minor sailors will compete.
3. **Event Participant:** All coaches, medical staff, officials, organizers, vendors, media members, and volunteers who are registered or credentialed to work at an Event.
4. **Organization Exclusion List:** A database of individuals whose status (banned, suspended, or administrative hold) has been formally communicated to US Sailing by the Center, as well as any individuals banned or suspended through US Sailing’s own judicial process.
5. **SafeSport Training:** The SafeSport Trained Core course and any applicable Refresher courses.

C. Quality Control System Policy

1. Event Access Requirements
 - a. **Rule:** All adult Event Participants and adult Competitors who have (a) regular contact with or (b) authority over minor Competitors at an Event must complete the US Center for SafeSport’s mandatory SafeSport Training prior to the start of competition at an Event.
 - b. **Identification of Event Participants and Competitors required to complete mandatory SafeSport Training.** Prior to the Event, US Sailing

staff will identify all adult Event Participants and adult Competitors who have regular contact with and/or authority over minor athletes and are required to complete the Center's mandatory SafeSport Training. US Sailing will use the below table to establish the list of adult Event Participants and adult Competitors who have regular contact with or authority over minor athletes at an Event who will be required to complete SafeSport Training prior to the Event.

- c. **Verification of SafeSport Training: Competitors.** US Sailing championships generally have deadlines for registration that are prior to the Event's start date. This prevents Event Day Competitor registration. US Sailing staff will continually monitor all Competitor registration lists and determine which adult Competitors meet the criteria listed in Section III.a.ii requiring mandatory SafeSport Training. Prior to the Event, US Sailing will produce a list of adult Competitors who are required to complete SafeSport Training and communicate that requirement to all relevant Competitors. If an adult Competitor has not completed SafeSport Training prior to registration, he or she will be notified at check in and not allowed to participate at the Event until he or she completes SafeSport Training.
- d. **Verification of SafeSport Training: Event Participants.** US Sailing staff will work with the Event organizers prior to the Event to determine all adult Event Participants who meet the criteria listed in Section III.a.ii requiring mandatory SafeSport Training. Prior to the Event, US Sailing will produce a list of Event Participants who are required to complete SafeSport Training and continually monitor the list to ensure all adult Event Participants have done so. If an adult Event Participant who is required to complete mandatory SafeSport Training has not done so prior to registration, he or she will be notified at check in and not allowed to participate at the Event until he or she completes SafeSport Training.
- e. **Event Check In.** Prior to the Event and/or during Event check in, US Sailing staff or the Event's organizers/regatta officials will manually verify that all adult Competitors and adult Event Participants who are required to complete SafeSport Training have done so. If the individual has not done so, they will not be able to participate at the Event in a role where they would have regular contact with or authority over minor athletes.

2. Communication of Minor Athlete Abuse Prevention Policies

- a. **Rule:** Prior to the Event, all Competitors and Event Participants must receive a copy of the US Sailing Minor Athlete Abuse Prevention Policies (MAAPP) and protocol for reporting known, suspected, or alleged violations of the MAAPP or SafeSport Code. The MAAPP shall include the following:

1. The required one-on-one Abuse Prevention Policies, and
 2. Information on mandatory reporting of known, suspected, or alleged child abuse or other violations of the MAAPP or SafeSport Code.
- b. Communication Measures
1. US Sailing Event staff will meet on at least one occasion with Event organizers to address all SafeSport related requirements at the Event. US Sailing will communicate the following to Event organizers:
 - i. The list of adult Event Participants required to complete the Center’s mandatory SafeSport Training;
 - ii. The mandatory one-on-one abuse prevention policies that will be applicable to all Adult Participants at the Event;
 - iii. Protocol for reporting known, suspected, or alleged child abuse or other violations of the MAAPP or SafeSport Code.
 2. No earlier than 30 days prior to the Event, US Sailing will send at least one direct communication to Competitors and Event Participants which contains the following information:
 - i. Information about adult Event Participants required to complete the Center’s mandatory SafeSport Training;
 - ii. The US Sailing MAAPP requirements in effect at the Event; and
 - iii. The Protocol for reporting known, suspected, or alleged child abuse or other violations of the Center’s Minor Athlete Abuse Prevention Policies (“MAAPP”).
- c. Additional Communication Measures
1. Any Event Participants who arrive after Event check in shall be given the information listed under Section III.b.ii.2. US Sailing will ensure that any adult Event Participants who arrive after check in to serve in a role that includes regular contact with or authority over minor Competitors will first complete SafeSport Training.
 2. US Sailing will post throughout the Event venues the following information:
 - i. Mandatory one-on-one abuse prevention policies, and
 - ii. The Protocol for reporting known, suspected, or alleged child abuse or other violations of the MAAPP or SafeSport Code.
3. Organizational Exclusion List Verification
- a. **Rule:** Prior to the Event and/or during Event check in, US Sailing staff or the Event’s organizers/regatta officials will manually verify that no Competitors or Event Participants are on US Sailing’s Organization Exclusion List. In the event that US Sailing staff are not on site to verify the Organization Exclusion List, US Sailing will take the following steps to ensure full compliance with this section:

1. Ensure that the Event Organizer possesses the most up to date Organization Exclusion List throughout the Event registration process and at Event Check In;
 2. Throughout the Event Registration process monitor the Event Participant list;
 3. Assign one designated regatta official to oversee compliance with this section. After Event registration – but before competition begins – US Sailing will require that the designated official submit to US Sailing a final list of all Event Participants for verification that no Event Participant is listed on the Organization Exclusion List.
- b. Rule: Prior to the Event and/or during Event check in, US. Sailing staff or the Event’s organizers/regatta officials will manually verify that no Competitors or Event Participants are on US Sailing’s Administrative Hold List. In the event that US Sailing staff are not on site to verify the Administrative Hold List, US Sailing will take the following steps to ensure full compliance with this section:
1. Ensure that the Event Organizer possesses the most up to date Administrative Hold List throughout the Event registration process and at Event Check In;
 2. Throughout the Event Registration process monitor the Event Participant list;
 3. Assign one designated regatta official to oversee compliance with this section. After Event registration – but before competition begins – US Sailing will require that the designated official submit to US Sailing a final list of all Event Participants for verification that no Event Participant is listed on the Administrative Hold List.
4. Adherence to the MAAPP. US Sailing staff and Event organizers/regatta officials will continually monitor the Event to ensure compliance with the MAAPP, including, if necessary, periodic sweeps of any changing areas or meeting rooms.