



**Read this:**

We're going to watch a short video that Burger King made about standing up for people and burgers being bullied.

**Show this:**

"Burger King: Bullying Jr." (search for it on YouTube, or go to <https://youtu.be/mnKPEsbTo9s>)

### Discussion Questions:

Why do you think that people didn't speak up for the kid who was being bullied?

*>Safe Sport says: People might think that it's not their business or don't want to get mixed up in the bullying behavior.*

Why do you think more people said something about the "bullied burger" than the bullied kid?

*>Safe Sport says: Maybe because they paid for the burger or feel like they shouldn't have to eat a smashed-up burger, but some of the same words they used to complain about the burger could have been used to interrupt the bully.*

Do you have to know the person who's being bullied in order to say something?

*>Safe Sport says: No. The first woman who stood up for the bullied kid just asked, "Are you okay?" Then she got up to go and talk to him. She asked, "What's your name?" and started a conversation, giving the bullies the message that they can't bully this kid anymore.*

What's the difference between "just having fun" and bullying?

*>Safe Sport says: If a group of people is just having fun, EVERYONE is having fun. The fun isn't happening at the expense of someone. Bullying is when an individual or group gangs up on someone and acts mean, aggressive, or negative to them. The person being bullied feels like they can't stop it.*

### Wrap It Up:

How does it feel when someone stands up for you or supports you?

*>Safe Sport says: It feels good, right?! Whether they're standing up for you in a bullying situation or agreeing with your idea, it feels really good when someone is on your side.*

**\*For Coaches:** Take this opportunity to set the expectation for teammate interactions. Let them know that it's their job as teammates to stand up for one another and be supportive. For more resources, visit [www.usaswimming.org/toolkit](http://www.usaswimming.org/toolkit) or contact Safe Sport at (719) 866-4578 or [safesport@usaswimming.org](mailto:safesport@usaswimming.org).

## Safe Sport Inventory Self-Assessment User Guide

Thank you for taking the time to complete this self-assessment for your club! The purpose of this tool is to help your club gain a greater understanding of how engaged it is with the Safe Sport movement and how the available resources can help the club create a Safe Sport culture, characterized by open communication, transparency, and positivity.

There are six sections of the self-assessment, consistent with the six program areas of Safe Sport. While there are not necessarily right or wrong answers to the assessment, the questions and the following recommendations are designed to provide a step by step map to create a Safe Sport culture on your team.

Take the self-assessment first. When you are finished, you will receive a copy of your responses. Use this guide to review your self-assessment with the other leaders of your swim club. If you would like individualized feedback on your self-assessment, please contact Maggie Vail at (719) 866-3552 or [mvail@usaswimming.org](mailto:mvail@usaswimming.org).

### Section 1: Policies and Guidelines

- ✓ We recommend that you customize mission statement and all team policies specific to your team. As team leadership, you know best the strengths and challenges of your team and facility. Use the model policies on <http://www.usaswimming.org/toolkit> to get started.
- ✓ A team travel policy, an electronic communication policy, and an anti-bullying plan are all required policies for USA Swimming member clubs. We also recommend that your club have a photography policy and a locker room monitoring policy. You can find model policies that can be adapted to fit your club's structure and needs at <http://www.usaswimming.org/toolkit>.
- ✓ It is important to communicate your team policies to everyone involved with your team – coaches, athletes, parents, and volunteers – in order to create accountability to the policies and to empower individuals to speak up when they observe behavior that is inconsistent with the expectations of the club.

### Section 2: Screening and Selection

- ✓ Hiring the right people to lead your team is critical to creating and maintaining a positive and safe club culture.
- ✓ Whether you are hiring from within your team or conducting a national search, it is important to maintain consistent hiring procedures that include reference checking. Don't let your familiarity with the applicant get in the way of due diligence when hiring from within your team. Checking references for people you know well will either bring up something you didn't know or reaffirm what a great addition this individual will be to your staff.
- ✓ For a streamlined hiring process, use Swim Staff Select. This free, online tool can be found at <http://www.swimstaffselect.com> and will you to develop job descriptions, interview scripts, and performance review templates.

### Section 3: Training and Education

- ✓ USA Swimming's online courses are not the only way to educate members of your club community, but they are convenient. We offer three free courses: Safe Sport for Parents, Safe Sport for Athletes, and Bullying Prevention. Host a parent night, view the course as a group, and then review your club's policies so that all are up to date. Find the parent course and more at <http://www.usaswimming.org/safesport>.



## Safe Sport Inventory Self-Assessment User Guide

- ✓ Discussing Safe Sport with your athletes is as simple as a 5-10 minute team talk once a week. Discuss topics such as team culture, speaking up, and boundaries.
- ✓ Do you have questions about those topics? Contact local experts through the school districts, local resource centers, or other sports organizations.

### Section 4: Monitoring and Supervision

- ✓ It is not a requirement to have a Safe Sport coordinator at your club, however it can be a useful role in defining your team's commitment to Safe Sport. A club coordinator can take on such responsibilities as planning educational and/or awareness events for Safe Sport and helping to develop policies that make sense for your club.
- ✓ Regardless of staff size, it is important for all members of your staff to share an understanding of your team's vision for Safe Sport and the protection of its athletes.
- ✓ Establishing open communication between club leadership, the coaching staff, and the athletes creates a transparent culture and fosters an environment where concerns are handled efficiently before they escalate.

### Section 5: Recognizing, Responding, and Reporting

- ✓ Club codes of conduct for athletes, coaches, and parents are not required, but these can serve as a useful tool for establishing expectations for behavior among your members. If your members know what is expected of them, it is easier to respond to circumstances in which those expectations are not being met. Find model codes of conducts at [www.usaswimming.org/toolkit](http://www.usaswimming.org/toolkit).
- ✓ A grievance process should include who receives reports of concerns and how they will be addressed, including a reasonable timeframe and expectations of confidentiality.
- ✓ You may always call or email Safe Sport at the national office if you are unsure of how to handle a situation at (719) 866-4578 or [safesport@usaswimming.org](mailto:safesport@usaswimming.org).

### Section 6: Grassroots Feedback and Engagement

- ✓ Good swim teams cannot operate in a vacuum. Regularly soliciting feedback from your staff, athletes, and the athletes' parents serves to help club leadership understand the culture of the team and how certain actions are perceived.
- ✓ Soliciting feedback *and acting on that feedback* establishes trust between club leadership and the member families.

Thank you for taking the USA Swimming Safe Sport Self-Assessment! We hope these recommendations will guide you through the steps to create or enhance Safe Sport culture at your club. If your club would like customized feedback on its self-assessment, please contact Maggie Vail at [mvail@usawimming.org](mailto:mvail@usawimming.org).

# USA Swimming Safe Sport Updates

Compiled from documents provided by the  
U.S. Center for SafeSport and  
USA Swimming  
Michael Yeager  
Chair, Ohio Swimming Safe Sport Committee

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## About Bill S. 534, the Safe Sport Authorization Act of 2017

By USA Swimming | Tuesday, February 27, 2018

Dear Members,

On February 14, 2018, Senate bill S. 534 – Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017 – was signed into law and became effective immediately.

The legislation amends the Victims of Child Abuse Act of 1990 and the Amateur Sports Act of 1978 and, among other things: (i) extends reporting duties; (ii) expands civil remedies; and (iii) designates the United States Center for SafeSport (the “Center”) to serve as the independent national safe sport organization.

Information regarding the legislation is available here: <http://safesport.org/files/details/72>.

Notably, the legislation requires USA Swimming and its adult members to report suspected child abuse, including sexual abuse, to local or federal law enforcement or to a child-welfare agency designated by the Justice Department **within 24 hours**. A failure to report is subject to criminal penalties.

Additionally, and pursuant to Article 306 of USA Swimming’s Rules, all USA Swimming Covered Individuals (as defined by the Center: <http://safesport.org/files/details/27>) must report to the Center conduct that could constitute (a) sexual misconduct, (b) misconduct that is reasonably related to the underlying allegation of sexual misconduct and (c) retaliation related to an allegation of sexual misconduct.

Further information regarding how to report to the Center is available here: <https://safesport.org/report-a-concern>.

Information regarding USA Swimming’s reporting requirements is available here: <https://usaswimming.org/utility/landing-pages/governance-lsc/rules-regulations>.

For more information about USA Swimming’s Safe Sport Program, or if you have any feedback, comments or suggestions, please email us at: [safesport@usaswimming.org](mailto:safesport@usaswimming.org).





## **Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017**

On February 14, 2018, [S. 534](#) was signed into law and became effective immediately.

The bill amends two federal statutes: (1) the Victims of Child Abuse Act of 1990 and (2) the Amateur Sports Act of 1978.

### **(1) Victims of Child Abuse Act of 1990**

#### ***(a) Extended reporting duties***

The bill amends the Victims of Child Abuse Act of 1990 to extend the duty to report suspected child abuse, including sexual abuse, within 24 hours to certain adults who are authorized to interact with minor or amateur athletes at a facility under the jurisdiction of a national governing body. A “national governing body” means an amateur sports organization that is recognized by the United States Olympic Committee.

An individual who is required, but fails, to report suspected child sexual abuse is subject to criminal penalties.

#### ***(b) Civil remedies***

Additionally, the bill amends the federal criminal code to revise civil remedy provisions. Among other things, it changes the civil statute of limitation to 10 years from the date the victim discovers the violation or injury (currently, 10 years from the date the cause of action arose). The bill also extends the statute of limitations for a minor victim of a federal sex offense to file a civil action to 10 years (currently, 3 years) from the date such individual reaches age 18.

### **(2) Amateur Sports Act of 1978**

The bill also amends the Amateur Sports Act of 1978.

#### ***(a) Designation of United States Center for SafeSport***

It designates the United States Center for SafeSport to serve as the independent national safe sport organization, with the responsibility for developing policies and procedures to prevent the emotional, physical, and sexual abuse of amateur athletes. These policies and procedures developed by the Center must include:

- A requirement that (a) all adult members of a national governing body or a facility under the jurisdiction of a national governing body or at any event sanctioned by a national governing body, and (b) all adults authorized by such members to interact with an amateur athlete, immediately report an allegation of child abuse of an amateur athlete who is a minor to: (i) the Center, and (ii) to law enforcement
- A mechanism that allows a complainant to easily report child abuse

- Reasonable procedures to limit one-on-one interactions between a minor and an adult
- Procedures to prohibit retaliation
- Oversight procedures, including:
- Audits, to ensure the policies and procedures are followed correctly
- Consistent training is offered
- A mechanism for national governing bodies to share reports of suspected child abuse

***(b) General requirements for youth-serving amateur athletic organizations***

The bill also modifies the obligations of amateur athletic organizations – a not-for-profit corporation, association, or other group organized in the United States that sponsors or arranges an amateur athletic competition.

- Amateur sports organizations seeking a sanction for amateur athletic competitions must implement and abide by the policies and procedures to prevent emotional, physical, and child abuse of amateur athletes.
- Amateur sports organizations, which participate in an interstate or international amateur athletic competition and whose membership includes any adult who is in regular contact with an amateur athlete who is a minor, must:
  - Comply with the reporting requirements of the Victims of Child Abuse Act
  - Establish reasonable procedures to limit one-on-one interactions between an amateur athlete who is a minor and an adult
  - Offer and provide consistent training to adult members who are in contact with amateur athletes who are minors
  - Prohibit retaliation





# LEGISLATION COMPARISON

## SB 534 Says:

### Sec. 101. Required reporting of child and sexual abuse

An NGB's covered individuals are required to report child abuse, including sexual abuse, as soon as possible to the agency designated by the Attorney General.

### Sec. 202. Designation of the United States Center for Safe Sport.

The US Center for Safe Sport shall serve as the independent national safe sport organization and be recognized worldwide as the independent national safe sport organization for the United States. It will provide response and resolution services and outreach and education services to the national governing bodies.

### Sec. 202. Designation of the United States Center for Safe Sport.

The Center shall develop policies and training to prevent the abuse of athletes.

### Sec. 202. Designation of the United States Center for Safe Sport.

The Center shall require that all adult members of an NGB must immediately report any allegation of child abuse of an athlete to the Center and to the relevant law enforcement agency.

### Sec. 202. Designation of the United States Center for Safe Sport.

The Center shall create a mechanism that makes reporting to the Center, and NGB, and law enforcement easy and accessible.

### Sec. 202. Designation of the United States Center for Safe Sport.

The Center shall create a policy to reasonably limit one-on-one interactions between minor athletes and adults.

## USA Swimming currently does:

Since 2010, USA Swimming has had an organizational policy that it reports any first-hand or credible report of child abuse or neglect, including child sexual abuse, to the relevant law enforcement agency.

Also, since 2010, USA Swimming has required all members to promptly report any first-hand or credible knowledge of sexual misconduct by a member to USA Swimming. (306.1)

USA Swimming's required Athlete Protection Training includes information related to member reporting requirements.

In 2017, USA Swimming amended its Rules and Regulations to adhere to the US SafeSport Code and to designate the US Center for Safe Sport as its adjudicatory body for all reports of sexual misconduct. (304.3.17)

USA Swimming's Code of Conduct has prevented physical and sexual abuse since 1998 and emotional abuse since 2012. (304.3.17)

USA Swimming has required Athlete Protection Training, renewed every two years, of all non-athlete members since 2011.

Since 2010, USA Swimming has had an organizational policy that it reports any first-hand or credible report of child abuse or neglect, including child sexual abuse, to the relevant law enforcement agency.

Also, since 2010, USA Swimming has required all members to promptly report any first-hand or credible knowledge of sexual misconduct by a member to USA Swimming. In 2017, USA Swimming update that policy to require reporting of sexual misconduct to the US Center for Safe Sport. (306.1)

Any person who has knowledge of child abuse perpetrated by a member or perpetrated against a member can report to USA Swimming. Reports can be submitted anonymously. Reports can be submitted via post, email, phone, text, online reporting form, in person, or in any other communication format.

USA Swimming staff will assist any reporting party to make a report to the US Center for SafeSport and to law enforcement.

USA Swimming guidelines include a number of practices to limit one-on-one interactions, including:

- open and observable training environments;
- two deep leadership;
- parent observation;
- no interaction between the adult and athlete at the home of the adult;
- adults refrain from serving in any other role in the life of the athlete (babysitter, tutor, etc).

USA Swimming prohibits coaches and athletes from sharing rooming arrangements on any travel trip. (305.6.1)

USA Swimming requires all clubs to have an electronic communication policy to ensure safety in virtual one-on-one interactions between adults and athletes. (305.8)





# LEGISLATION COMPARISON

*continued*

## SB 534 Says:

- Sec. 101. Required reporting of child and sexual abuse**

The Center shall create a policy to prohibit retaliation.
- Sec. 202. Designation of the United States Center for Safe Sport.**

The Center shall create a procedure by which to audit compliance of national governing bodies.
- Sec. 202. Designation of the United States Center for Safe Sport.**

The Center shall develop notification procedures to the NGB of a report of suspected child abuse and a procedure to restrict interaction between the alleged offender and children until case resolution.
- Sec. 203. Additional requirements for granting sanctions for amateur athletic competitions.**

The person applying for sanction for an amateur athletic competition must abide by required abuse prevention policies.
- Sec. 204. General requirements for youth-serving amateur sports organizations**

Amateur Sports Organizations must (1) reasonably limit one-on-one interactions between minor athletes and adults; (2) offer abuse prevention to adults; (3) prohibit retaliation.

## USA Swimming currently does:

- USA Swimming prohibits retaliation against any individual who has made a report of child abuse (306.2).
- In 2014, USA Swimming engaged Victor Vieth, executive director of the Gundersen National Child Protection Training Center, to conduct an independent review of the USA Swimming Safe Sport Program, including policies, training programs, and all past case files.
- USA Swimming's rules require notification to the local swim club for any allegation that its member has violated the Code of Conduct. (410.3)
- Meet Directors are required to be members of USA Swimming, and are therefore required to comply with USA Swimming's Rule and Regulations, including the US SafeSport Code and Athlete Protection Policies. (202.5.5)
- Covered above.





# OVERVIEW TIMELINE

● 1980 United States Swimming Opens	● 1991 First Member Permanently Banned	● 1998 Code of Conduct Adopted	● 2004 Child Protection Policy Established	● 1998 Child Protection Task Force Established
● 2004 Criminal Background Checks Required	● 2010  <b>LAUNCHES</b>	Child Welfare League Partnership	Safe Sport Best Practices Released	Athlete Protection Policies
● 2010 Mandatory Reporting Policies Adopted	Online Reporting Form Launched	National Safe Sport Committee Appointed	Director of Safe Sport Hired	● 2011 Criminal Background Check Requirement
● 2012 Free Safe Sport Training For Parents	Electronic Communication + Anti-Bullying Policies	In-Person Workshops Train Over 600	First Safe Sport Leadership Conference	Clubs Conduct Pre-Employment Screens
● 2013 In-Person Workshops Train Over 750	● 2014 Vieth Conducts Independent Review	Vieth Report Task Force Adopts 38 of 39 Recs	In-House Counsel Position Created	Athlete Protection Training
● 2015 In-Person Workshops Train Over 750	Second Athlete Protection Course Added	Free Anti-Bullying Training Released	USOC Visiting Clubs Training Required	Second Full-Time Staff Member Hired
● 2015 SwimAssist Survivor Support Launched	In-Person Workshops Train 2,395	First NGB Safe Sport Roundtable	Safe Sport Real Talk at Olympic Trials	Free Safe Sport Handbook Published
● 2017 2017 Vieth Progress Report	U.S. Olympic Committee Safe Sport Audit	U.S. Center For Safe Sport Launched	USA Swimming LEARN Launched	Free Safe Sport Training For Athletes
				Peer-to-Peer Abuse Rules Update
				LSC Safe Sport Coordinator Mandate
				3rd Full-Time Safe Sport Position Created
				In-Person Workshops Train Over 1,060
				Second Safe Sport Leadership Conference
				Vieth Progress Report Released
				Team Self-Assessment Tool Launched
				Swim Staff Select Online Tool Launched
				Safe Sport Club Coordinator Position Created
				Zone Safe Sport Coordinators Appointed
				Safe Sport Athlete Fellowship Launches
				In-Person Workshops Train Over 2,790
				Safe Sport Mondays Launched
				Third Safe Sport Leadership Conference
				Set, Direct, Protect Slogan Introduced
				In-Person Workshops Train 3,048





# IN-DEPTH TIMELINE

## 1980

- USA Swimming opens

## 1991

- First member permanently banned for misconduct.

## 1998

- USA Swimming adopts a member Code of Conduct.

## 2004

- The Child Protection Policy for Staff and National Volunteers established.

## 2005

- The Child Protection Task Force established.

## 2007

- Criminal background checks are required for coaches, staff, and select member groups and must be renewed every other year.

## 2010

- USA Swimming's comprehensive Safe Sport Program, the first in the Olympic movement, launches.
- The Child Welfare League of America partners with USA Swimming to review and make recommendations to expand its athlete protection efforts.
- The Code of Conduct is updated and Safe Sport Best Practices are released.
- Athlete Protection Policies, including rules regarding travel, boundaries, and grooming behaviors, are adopted.
- Reporting Policies, including mandatory reporting and anti-retaliation, are adopted.
- USA Swimming launches its online reporting form, which allows for anonymous and confidential reporting.

- The national Safe Sport Committee is appointed and charged with review of athlete protection policies, guidelines, educational programs, reporting and adjudication procedures. Membership includes athletes, coaches, officials, and outside experts from the fields of law enforcement, abuse prevention, legal, and Olympic Sport.
- USA Swimming hires a Director of Safe Sport, the first position of its kind in the Olympic movement.

## 2011

- The criminal background check requirement is expanded to include all non-athlete members and also to search the member county of residence and conduct a monthly recurring check.
- Member clubs are required to conduct pre-employment screens on any new employee including: (1) reference checks; (2) education verification; and (3) motor vehicle report.
- Athlete Protection Training is launched and required for all non-athlete members including all coaches, officials, and staff. APT must be renewed every other year.
- The Safe Sport department adds a second full time staff member.

## 2012

- Free Safe Sport Training for parents is released.
- Member clubs are required to have an electronic communication policy and an anti-bullying policy.
- The Safe Sport program trains over 600 people in in-person workshops or conferences.

## 2013

- USA Swimming hosts its inaugural Safe Sport Leadership Conference, the first of its kind of the Olympic movement. 18 NGBs and the USOC are among the 175 attendees.
- The Safe Sport Handbook is published and distributed to all 1,800 member clubs.
- Free Safe Sport Training for athletes released.
- Rules are updated to prohibit peer-peer sexual abuse.
- Each of the 59 Local Swimming Committees is required to elect or appoint an LSC Safe Sport Coordinator. Training workshops for Safe Sport Chairs are offered twice annually.
- The Safe Sport program trains over 750 people in in-person workshops or conferences.

## 2014

- Victor Vieth, executive director of the Gundersen National Child Protection Training Center, releases the Vieth Report following his independent review of the USA Swimming Safe Sport Program, including access to review all past case files.
- USA Swimming's Vieth Report Task Force adopts 38 of 39 recommendations from the Report and produces a four-phased plan for implementation.
- USA Swimming creates and hires its first in-house counsel position.
- The Safe Sport department adds a third full time staff member to lead education and outreach efforts.
- The Safe Sport program trains 1,060 people in 26 in-person workshops or conferences.

## 2015

- USA Swimming hosts the 2nd Safe Sport Leadership Conference.
- USA Swimming releases the 2015 Vieth Progress Report, with implementation complete on 13 of 38 recommendations.
- A second course is added to the Athlete Protection Training curriculum required for all non-athlete members.
- Free anti-bullying training is released.
- USA Swimming requires all member clubs training at the Olympic Training Center to receive in person Safe Sport training.
- Zone Safe Sport Coordinators are appointed to coordinate communication between the national effort and the Local Swimming Committees.
- The Safe Sport Club Coordinator position is created.
- The Safe Sport Self-Assessment, a free, online tool, allows clubs to gauge current Safe Sport efforts and where the club could be doing more to engage.

- SwimStaffSelect, a custom online tool for clubs to manage hiring and employment practices, is released and made available free for USA Swimming clubs.
- SwimAssist is launched to provide financial support for survivors of harm through swimming to seek counseling or other services to address the trauma suffered.
- The Safe Sport program trains 2,395 people in 43 in-person workshops or conferences.

## 2016

- USA Swimming hosts the first NGB Safe Sport Roundtable.
- Safe Sport Real Talk debuts at the US Olympic Trials Aquazone fan engagement area and shares Safe Sport with 648 fans over 3 days.
- The Safe Sport Athlete Fellowship launches, engaging athletes from across the country in a year long leadership program focused on promoting Safe Sport at their home clubs and LSCs.
- The Safe Sport program trains 2,970 people in 65 in-person workshops or conferences.
- Safe Sport Mondays are introduced to facilitate regular conversation about Safe Sport between coaches and athletes.

## 2017

- USA Swimming hosts the 3rd Safe Sport Leadership Conference.
- USA Swimming releases the 2017 Vieth Progress Report, with implementation complete on 18 of 38 recommendations, and implementation in progress on 12 additional items.
- The United States Olympic Committee conducts a Safe Sport audit of all 47 NGBs. USA Swimming meets the Athlete Safety Standards in full with no observations.
- The US Center for Safe Sport launches creating an independent agency for Safe Sport case management and adjudication.
- Online learning platform, USA Swimming LEARN, launches with three new and updated Safe Sport member courses.
- The Safe Sport Activity Book is released as a tool to introduce Safe Sport ideas to swimmers ages 12&Under.
- Set, Direct, Protect is introduced as a program slogan and club engagement strategy.
- The Safe Sport program trains 3,048 people in 62 in-person workshops or conferences.





# SURVIVOR SUPPORT

## EXPERTISE/BACKGROUND OF STAFF

Vail  
MSW,  
Sexual Assault  
Crisis Center  
Youth Swim Coach

Hoendervoogt  
Child Protective  
Services Caseworker in  
the Sexual Abuse  
Intervention & Family  
Education unit

## REPORTING OPTIONS

- Online Reporting Form
- Email
- Post
- Phone Call
- Text Message

*Anonymous  
Confidential*

## RESOURCES: SUPPORT

- SwimAssist
- Center for Safe Sport/RAINN Hotline

## RESOURCES: INFORMATION

- How to Report Brochure
- Complaints Reporting Graphic

## CENTER FOR SAFE SPORT

- Independent Agency





### Covered Individuals

The U.S. Olympic Committee (USOC) has granted the U.S. Center for SafeSport jurisdiction over:

Any individual who: (a) currently is, or was at the time of a possible violation of the SafeSport Code for the U.S. Olympic and Paralympic movements, within the governance or disciplinary jurisdiction of a national governing body (NGB) or who is seeking to be within the governance or disciplinary jurisdiction of an NGB (e.g., through application for membership), (b) is an Athlete or Non-Athlete Participant that an NGB or the USOC formally authorizes, approves or appoints to a position of authority over Athletes or to have frequent contact with Athletes or (c) an NGB identifies as being within the Center's jurisdiction.

These individuals are referred to as "Covered Individuals." Below are the categories of Covered Individuals for each NGB recognized by the USOC. Please note that categories will vary based on the NGB's organizational structure and legal relationships with constituents. For questions concerning the categories of Covered Individuals, consult with the NGB directly.

Organization	Covered Individuals
USA Archery	<ul style="list-style-type: none"> <li>• Members</li> <li>• Staff</li> <li>• Non-members who may be serving on the board of directors or committees</li> <li>• Independent contractors</li> <li>• Volunteers</li> </ul>
USA Badminton	<ul style="list-style-type: none"> <li>• Members</li> <li>• Athletes</li> <li>• Club owners, directors, administrators, coaches</li> <li>• Tournament directors</li> <li>• Referees, umpires and line judges</li> <li>• Coaches and team managers</li> <li>• Staff, board members and interns</li> </ul>
USA Baseball	<ul style="list-style-type: none"> <li>• Full-time staff</li> <li>• Board members</li> <li>• Coordinators</li> <li>• National Team field staff and support staff (trainers, physicians/doctors, media/public relations personnel)</li> <li>• National Team Trials athletes</li> <li>• Various program task force who assist in events</li> <li>• Host families</li> </ul> <p>* For avoidance of doubt, while USA Baseball's member organizations are not subject to the jurisdiction of the U.S. Center for SafeSport, USA Baseball strongly encourages its member organizations to adopt and implement programs and policies modeled after SafeSport.</p>

<b>U.S. Squash</b>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Athletes</li> <li>• National coaches</li> <li>• Regional coaches</li> <li>• National officials</li> <li>• Registered officials</li> <li>• National trainers</li> </ul>
<b>USA Swimming</b>	<ul style="list-style-type: none"> <li>• Coaches</li> <li>• Officials</li> <li>• Athletes</li> <li>• Meet directors</li> <li>• Team chaperones</li> <li>• USA Swimming Board members and national committee members</li> <li>• Individuals with any ownership interest in a member club</li> <li>• Individuals with password access to the USA Swimming SWIMS member database</li> <li>• Members of the USA Swimming House of Delegates</li> <li>• USA Swimming headquarters staff</li> <li>• Employees and volunteers of USA Swimming, Zones, LSCs and member clubs who interact directly and frequently with athletes as a regular part of their duties</li> </ul>
<b>U.S. Synchronized Swimming</b>	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Board members</li> <li>• Support staff and consultants</li> <li>• National Team coaches (head coaches and assistants), volunteers, consultants and chaperones</li> <li>• National talent/national elite camp coaches (head coaches and assistants), volunteers, consultants and chaperones</li> <li>• National Team, international relations and LTAD committees (18 years of age and older)</li> <li>• Club teams – all volunteer, employed and contracted coaches; support staff to include dance, acrobatics, flexibility, swimming, etc., at any training facility; and chaperones</li> <li>• All judges (levels 1 through FINA A)</li> <li>• All approved club options/private invitations staff, including coaches, managers and adults traveling with the team</li> </ul>
<b>USA Table Tennis</b>	<ul style="list-style-type: none"> <li>• Committee members</li> <li>• Tournament directors, event organizers, referees, umpires and officials</li> <li>• Club owners and coaches working in USATT affiliated clubs</li> <li>• Board members</li> <li>• Headquarters staff</li> <li>• Anyone who has access to minors within USATT sanctioned competition or club activity</li> </ul>





# PERSONNEL STRUCTURE

## BOARD OF DIRECTORS

Regular updates on Safe Sport programming and cases at quarterly board meetings

## ZONE SAFE SPORT COORDINATORS

Est. 2015; 4 total, one each Zone, responsible for coordinating communication between the Safe Sport committee and their 15 LSC Safe Sport Coordinators

## CLUB SAFE SPORT COORDINATORS

Est. 2015; Five year goal to have a Safe Sport Club Coordinator at each of 2,871 member clubs.

## STAFF

General Counsel & VP of Business Affairs  
(Executive Team)

Director of Safe Sport

(Executive Leadership Team)

Manager, Safe Sport Education

Manager, Safe Sport Program

Administrative Assistant

Office Manager

background check program manager (part time)

Staff dedication to Safe Sport Program is three full time, and three part time.

## SAFE SPORT COMMITTEE

Est. 2010; reports to the Board Chair; Twelve volunteers (3 athletes, 3 coaches, 5 at large, one subject matter expert) + three staff.

## LSC SAFE SPORT COORDINATORS

Est. 2013; 59 total, one each region, responsible for promoting Safe Sport within LSC and recruiting and training Club Safe Sport Chairs

## SAFE SPORT ATHLETE FELLOWS

Est. 2016; 4 each year, 12 total; apply to participate in a leadership program with the goal of planning and executing a project to promote Safe Sport in their home LSC or club

STAFF

BOARD OF DIRECTORS

SAFE SPORT COMMITTEE

ZONE SAFE SPORT COORDINATORS

LSC SAFE SPORT COORDINATORS

CLUB SAFE SPORT COORDINATORS

SAFE SPORT ATHLETE FELLOWS

## Safety Chair Report

4/8/2018

Lisa Jorgenson

1. Credentials:
  - a. Check all coach's credentials before beginning practices. Each club should delegate one BOD member to make sure ALL coaches are credentialed before practices begin. All coaches should have a Deck Pass on USA Swimming. Credential status found on Dec Pass app. Green is current, red is expired. Yellow/orange is one month prior to expiration date.
  - b. Update credentials in a timely manner. Background checks can take time.
  - c. Check all non-athlete member's credentials and make sure they are updated before competition.
  - d. Remind parents and spectators that only credentialed employees should be on deck during practices and competition.
  - e. All teams hosting meets should have wrist bands for credentialing before meets.
2. Deck Control
  - a. Meet Deck Control: Meet marshals need to know the duties before volunteering. All registered non-athletes on deck need to show their updated credentials via Deck Pass and wear their wristband throughout competition. Meet marshals need to ask anyone not wearing the correct wrist band to leave the deck.
  - b. Practice Deck Control: Coaches must manage their deck. Only athletes and non-athlete certified members have USA Swimming insurance coverage. Define a deck space for your practices that allows swimmers to swim and coaches to coach.
3. Online Report of Occurrence
  - a. All occurrences need to be reported for insurance to be used. Insurance is a benefit of our membership to USA Swimming. Have paper copies on hand at meets and then complete them online when a computer is available. Do not have the injured complete the form.
4. Weather Policy:
  - a. Know your facility weather policy during meets.
  - b. Download mobile apps with lightning-tracking ability.
  - c. Have a severe weather plan and make sure all coaches can follow it.
5. Hospitality/Concessions
  - a. Clubs hosting meets should consider food allergies when planning meets.



## Official's Chair Report

1. We have approximately 125 officials compared to 108 officials at this time last year.
2. We had a National Evaluator at our Short Course State Championship meet in Pierre. It was Linda Eaton from Colorado and we had 9 officials who received evaluations for either National Certification advancement or recertification.
3. Martin Schmidt & Kirk Hall attended the USA Swimming Referee Workshop this past October 2017 in Denver. Edie Mueller and Bob Pelzer have been nominated and could possibly attend the USA Swimming Mentor Workshop this coming June in Minneapolis.
4. Will be ordering a few additional State Meet Officials Shirts for those officials that helped at the Short Course State Meets.
5. Will be ordering more DQ Slip booklets for clubs before the Long Course season. As I have discussed with officials from a few clubs, DQ slips will be ordered and distributed to clubs that host swim meets with extra provided to those clubs hosting State Meets that coming year. The quantity will be as allowed by the budget and clubs that host more meets and have a need for additional DQ slips will be responsible for those additional slips.



# 2018 Summer Schedule

Proposed Meet Date	Host	Location	Meet Type/Format
Apr 27-29	Augustana	Sioux Falls	LCM - timed finals
May 18	SFST	Sioux Falls	LCM - Friday pm only Closed
June 1-3			
June 2	PST	Pierre	Pentathlon - SCY
June 2	WASC	Watertown	
June 8-10	BSC	Brookings	timed finals/split sessions
June 15-17	ASC	Aberdeen	Split session - timed finals
June 16-17	YST	Yankton	Invite
June 22-24	RCR	Rapid City	timed finals/split sessions
June 22-24	MAC	Mitchell	timed finals/split sessions
June 23	MALST	Milbank	one day timed finals
June 25	WST	Webster	one day meet
June 30	BST	Britton	
June 29-July 1			
July 7-8	WST	Webster	
July 6-8	SFST	Sioux Falls	3 day prelim/finals
July 13-15	HPRW	Huron	split session/timed finals
July 19-22	Sectionals	Iowa City, IA	LCM - qualifiers only
July 20-22	B Championships	Sioux Falls	
July 27-29	State Championship	Rapid City	
Aug. 3-5	Seasonal Championships	TBD	Seasonal Swimmers only
Aug. 2-5	Central Zones	Minneapolis, MN	

# 2018-19 Season Schedule

Proposed Meet Date	Host	Location	Meet Type/Format
Sept. 28-30			
Sept. 28	SFST	Sioux Falls	Intrasquad (Closed)
Oct. 7	DL76	Deadwood	timed final
Oct. 12-14			
Oct. 19-21			
Oct. 19	SFST	Sioux Falls	Intrasquad (Closed)
Oct. 27	WASC	Watertown	Split
Oct. 27	ASC	Aberdeen	Intrasquad (Closed)
Nov. 3-4	PST	Pierre	Timed Final/Split sessions
Nov. 10-11	BSC	Brookings	Timed Final/Split sessions
Nov. 10	YST	Yankton	Tristate - Closed
Nov. 17-18	GOLD	Spearfish	Invitational
Nov. 23-25			
Nov. 30-Dec. 2			
Dec. 1-2	WASC	Watertown	Split
Dec. 7-9	MAC	Mitchell	
Dec. 8-9	RCR	Rapid City	Timed Final/Split sessions
Dec. 8	YST	Yankton	1 day split session
Dec. 14-16	SFST	Sioux Falls	Timed Final/Split sessions
Dec. 21-23			
Dec. 28-30			
Jan. 5-6	ASC	Aberdeen	Split Session - High point
Jan. 12-13	WASC	Watertown	Split
Jan. 18-20	SFST	Sioux Falls	prelim/final
Jan. 26	Gold	Spearfish	Pentathlon
Feb. 2-3	BSC	Brookings	Timed Final/Split sessions
Feb. 9-10	PST	Pierre	Timed Final/Split sessions
Feb. 15-17	WASC	Watertown	
Feb. 22-24	B Champs	Watertown	
Mar. 1-3	State	Sioux Falls	Qualifiers only
Mar. 8-10			
Mar. 14-17	Sectionals	Rochester, MN	LCM - Qualifiers

## 2019 Summer Schedule

Proposed Meet Date	Host	Location	Meet Type/Format
April 26-28	Augie	Sioux Falls	LCM - timed finals
May 17	SFST	Sioux Falls	LCM - Closed Intrasquad
May 31-June 2			
June 7-9	BSC	Brookings	
June 14-16	ASC	Aberdeen	Split Timed finals
June 15-16	YST	Yankton	
June 21-23			
June 28-30			
July 5-7	SFST	Sioux Falls	Prelim/Finals
July 12-13	HPRW	Huron	Split Timed finals
July 19-21	B Champs	Brookings	
July 26-28	State	Sioux Falls	Timed finals
Aug. 1-4	Zones	Fargo/Pleasant Prairie	14 & Under Qualifiers