Categories of individuals, effective November 1, 2021

Adult Participants	**Regular Contact**	**Authority**
USATF National Office staff and interns		X
USATF Board of Directors		X
USATF registered coaches	X	X
Club coaches	X	X
USATF certified officials	X	X
Authorized athlete representatives		X
Club leadership (including staff and board, if applicable)	X	X
National Team staff and other personnel	X	X
Medical personnel	X	X
National Committee chairs		X
Association leadership (including staff and board, if applicable)		X
Youth Executive Committee members		X
AAC Executive Committee members		X
AAC Event Leaders		X
Adult athletes who have Regular Contact with Minor Athletes	X	
Adult athletes who don't have Regular Contact with Minor Athletes		
Contractors/Vendors with access to athletes	X	
Any USATF member who is not otherwise required to be USATF 3-Step SafeSport Compliant		

USATF has adopted the following Minor Athlete Abuse Prevention Policies which apply to all Adult Participants.

Although the following policies are written with Minor Athletes in mind, USATF strongly encourages all athletes to be familiar with the policies and to use similar safeguards when and where appropriate.

REPORTING

For concerns regarding violations of the Minor Athlete Abuse Prevention Policies, please see Section 6 of this document for specific reporting requirements.

SECTION 2.1 ONE-ON-ONE INTERACTIONS

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

One-on-One Interactions

All one-on-one In-Program contact between Minor Athletes and an Adult Participant (who is not the Minor Athlete's parent/guardian) are permitted if they occur where interactions can be easily observed and are at an interruptible distance, except in emergency circumstances.

Monitoring includes knowing that the one-on-one interaction is occurring, the approximate planned duration of the interaction, and randomly dropping in on the one-on-one interaction.

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 an Adult Participant Personal Care Assistant, and
    a. The Minor Athlete's parent/guardian has provided written consent to USATF or USATF Affiliate for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    b. The Adult Participant Personal Care Assistant has complied with the Education & Training policy; and
    c. The Adult Participant Personal Care Assistant has complied with USATF's background screening policy; or
iv. In other circumstances specifically addressed in this policy that allow for certain one-on-one interactions if USATF or the USATF Affiliate receives parent/guardian consent.

Recommended Policy

When one-on-one In-Program contact between Adult Participants and Minor Athletes occur at USATF or USATF Affiliate events, practices and/or competitions, another Adult Participant should monitor these interactions.

SECTION 2.2 MEETINGS AND INDIVIDUAL TRAINING SESSIONS

All In-Program meetings and individual training sessions between Adult Participants and Minor Athletes may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and are at an interruptible distance from another adult.

If a one-on-one meeting or training session takes place in an office, the door to the office must remain unlocked and open. If available, it should occur in an office that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

Monitoring includes knowing that the meeting is occurring, the approximate planned duration of the meeting, and randomly dropping in on the meeting.

One-on-one, In-Program, individual training sessions must be observable and interruptible except if:

i. When A Dual Relationship exists; or
ii. When the Close-in-Age Exception applies; or
iii. If a Minor Athlete needs an Adult Participant Personal Care Assistant, and
    a. The Minor Athlete's parent/guardian has provided written consent to USATF or USATF Affiliates for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    b. The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    c. The Adult Participant Personal Care Assistant has complied with USATF's background screening policy; or
iv. 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
v. Parents/guardians must be allowed to observe the individual training session.

Meetings with Licensed Mental Health Care Professionals/Providers

If a licensed mental health care professional or licensed health care provider meets one-on-one with Minor Athletes at a sanctioned event or a facility, which is partially or fully under USATF's jurisdiction, the meeting must be observable and interruptible.

A closed-door meeting may be permitted to protect patient privacy, provided that:

i. The door remains unlocked,
ii. Another adult is present at the event, practice, and/or competition and is advised that a closed-door meeting is occurring (Minor Athlete's identity need not be disclosed),
iii. USATF or USATF Affiliate is notified that the provider will be meeting with a Minor Athlete, and
iv. Written parent/guardian consent is obtained by the mental health care professional/provider that is consistent with applicable laws and ethical standards, with a copy provided to USATF or USATF Affiliate. This consent can be withdrawn at any

time.

Recommended Training

USATF recommends 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.

Recommended Policy

When In-Program meetings between Adult Participants and Minor Athletes occur, another Adult Participant should monitor these meetings.

SECTION 2.3 ATHLETIC TRAINING MODALITIES, MASSAGES, RUBDOWNS

Any In-Program training involving athletic training modalities, massages or rubdowns performed by an Adult Participant (with or without the use of an apparatus) on a Minor Athlete are prohibited unless that Adult Participant is a licensed medical professional.

Note: Even if a coach is a licensed massage therapist, the coach cannot perform a rubdown or massage of a Minor Athlete under any circumstances.

Any In-Program training involving athletic training modality, massage, or rubdown by a licensed medical professional:

i. Must be conducted in observable and interruptible locations,
ii. Must be done with at least one other Adult Participant physically present and must never be done with only the Minor Athlete and the person performing the massage in the room,
iii. Must be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin, or genitals are always covered,
iv. Must be conducted after provider obtains consent at least annually from Minor Athletes' parents/guardians, and
    a. Minor Athletes or their parents/guardians can withdraw consent at any time, and
v. Must allow parents/guardians to be permitted in the room as an observer, except for competition or training venues that limit credentialing.

For the sake of clarity, the application of any lotions, balms, ointments upon an athlete would be considered included in this policy.

Recommended Training

USATF recommends 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.

Recommended Policies

Providers should narrate the steps in the athletic training modalities, massages, and rubdowns before taking them, seeking assent of the Minor Athlete throughout the process. When possible, techniques should be used to reduce physical touch of Minor Athletes.

Notwithstanding the foregoing, no massages or rubdowns should occur at youth events, practices, and/or competitions.

SECTION 2.4 CHANGING AREA POLICY

Minor Athletes are particularly vulnerable in changing areas, locker rooms, and restrooms due to various stages of dress/undress and because they are less supervised than at many other times. Athlete-to-athlete problems, such as sexual abuse and bullying, harassment, and hazing, often occur when coaches or administrators are not in a position to observe – this is especially true in changing areas.

USATF does not condone sexual or physical harassment of any kind. Adherence to a changing area policy enhances privacy and reduces the likelihood of misconduct. Proper supervision of the changing areas also helps ensure that athletes that may have suffered an injury during a competition or practice have an adult present to confer with regarding such injury.

Examples of changing area notice descriptions:

- No locker room or changing facilities. Athletes will be expected to come dressed for events, practice(s) and/or competitions and to change and shower at home.
- A changing area that is shared with the general public (i.e., a public restroom). As such, there are likely to be people who are not associated with USATF or the USATF Affiliate in the changing area around the time of the event, practice(s), and/or competitions.
- A designated changing area dedicated to our athletes.

Non-Exclusive Facility

If USATF or a USATF Affiliate uses a facility not fully under USATF jurisdiction (for example, training or competition or similar events) and the facility is used by multiple constituents, Adult Participants are nonetheless required to adhere to the rules set forth herein.

Changing Area Supervision

Adult Participants must ensure that all 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:

i. A Dual Relationship exists; or,
ii. The Close-in-Age Exception applies; or
iii. A Minor Athlete needs a Personal Care Assistant and:
    a. The Minor Athlete's parent/guardian has provided written consent to USATF or USATF Affiliate for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    b. The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    c. The Adult Participant Personal Care Assistant has complied with USATF's background screening policy.

USATF is especially concerned with changing area activities of Minor Athletes; Minor Athletes and adult athletes; adults being alone with individual Minor Athletes in changing areas; and with

non-official or non-related adults having unsupervised access to Minor Athletes at events operated by USATF or a USATF Affiliate.

It is the policy of USATF that during all In-Program contact, a private or semi-private changing area must be dedicated to Minor Athletes that need to change clothes or undress at sanctioned events or facilities partially or fully under USATF jurisdiction.

- There must be at least one Adult Participant present, directly monitoring the changing area during all team events to assure that only athletes, coaches, approved team personnel and family members are permitted in the changing area, and to supervise the conduct in the changing area, in compliance with these policies.
- Any individual meetings with a Minor Athlete and a coach in a changing area shall require an Adult Participant be with the coach and shall be observable and interruptible.
    - The Adult Participant that monitors and supervises the changing area shall have been screened in compliance with USATF's background screening policy.
- Further, responsible adults must personally monitor the changing area environment at all times while athletes are present and also make sure, if applicable, the changing area is appropriately secured during times when Minor Athletes are away from the changing area.
    - Efforts must be made to ensure that Adult Participants are not alone with a Minor Athlete (e.g. if an Adult Participant is monitoring a bathroom and all the athletes are gone except one, the Adult Participant should remove him/herself from the bathroom and wait outside).
- Adult Participants should make every effort to recognize when a Minor Athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, will check on the Minor Athlete's whereabouts.
- It shall be permissible for USATF or a USATF Affiliate to prohibit parents/guardians from a locker room or changing area.
    - However, in doing so, the team shall ensure that properly screened individuals monitor and supervise the changing area as required above.
- In instances where a USATF or a USATF Affiliate has permitted parents/guardians to enter locker rooms or changing areas, it should only be a same-sex parent/guardian when other Minor Athletes are changing in the same locker room or changing area.
    - If this is necessary, parents/guardians should let a coach or administrator know about this in advance.

Conduct in Changing Areas and Similar Spaces

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras, and video cameras increase the risk for different forms of abuse or misconduct. As a result, there will be no use of a photographic or recording capabilities of any device by an Adult Participant or Minor Athlete in the changing areas or any other area designated as a place for changing clothes or undressing.

- 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.

- Adult Participants must not shower with Minor Athletes unless the Adult Participant meets the Close-in-Age Exception or the shower is part of a pre- or post-activity rinse while wearing swimwear.
- Parents/Guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participant(s) during In-Program contact and the Adult Participant(s) must abide by this request.

Media and Championship Celebrations in Changing Areas and Similar Spaces

USATF and USATF Affiliates may permit recording or photography in changing areas and other similar spaces for the purpose of highlighting a sport or athletic accomplishment if:

i. USATF or USATF Affiliates approve the specific instance of recording or photography,
ii. Parent/guardian consent has been obtained,
iii. Two or more Adult Participants are present, and
iv. All persons present in the changing area are appropriately dressed and have been advised that photographs or recordings are being taken.

An individual should be given the opportunity to opt out of these photos/recordings before such photos/recordings are taken.

Personal Care Assistants

Adult Participant Personal Care Assistance are permitted to be with and assist Minor Athlete(s) in changing areas and similar spaces where other Minor Athletes are present, if they meet the Personal Care Exception requirements.

Recommended Policy Management

If USATF or a USATF Affiliate regularly uses a facility, then USATF or the USATF Affiliate should publish changing area policies to the parents/guardians of all Minor Athletes that are specific to the facilities they regularly use.

The local program's policies should include the program's:

i. Practices for supervising and monitoring changing areas,
ii. Permission or lack of permission for parents to be in the changing areas,
iii. Prohibited conduct, including at least all forms of abuse and misconduct prohibited by USATF, and
iv. Specific policies regarding the use of mobile electronic devices and phones and prohibiting the use of a device's recording capabilities, including voice recording, still cameras, and video cameras in a changing area.

If USATF or a USATF Affiliate is using a facility that has access to a single locker room or changing area, USATF or the USATF Affiliate will designate separate times for use by Adult Participants, if any.

The coach and team administrators should be responsible for compliance with the changing area supervision requirements of this Policy. A coach that fails to comply with ensuring this Policy is adhered to, and any USATF athlete or parent/guardian of an athlete who otherwise violates this Policy, is subject to appropriate disciplinary action.

Co-Ed Changing Areas

As a sport in which teams include both male and female athletes, special circumstances may exist that can increase the chance of abuse or misconduct. Both female and male privacy rights must be given consideration and appropriate arrangements made.

Where possible, the male and female athletes should undress/dress in separate changing areas and then convene in a single area prior to the event, practice, or competition. Once the event, practice, and/or competition is finished, the athletes may come to one area and then the male and female athletes proceed to their separate changing areas to undress and shower (separately), if available.

If separate changing areas are not available, then the genders may take turns using the changing area to change and then leave while the other gender changes. Where possible, when both male and female athletes are together in the changing area, there should be at least two Adult Participants in the changing area that have been properly screened in compliance with USATF's background screening policy.

<u>Prohibited Conduct</u>

Except for athletes who meet the Close-In-Age Exception or under emergency circumstances, at no time are Adult Participants who are not the athlete's parent/guardian permitted to be alone with an athlete in a locker room, rest room, or changing area when at an event, practice, or competition under USATF jurisdiction.

Recommended Policy

USATF and USATF Affiliates should provide notice to all athletes, their coaches, and parents/guardians of the changing areas at the events operated by USATF or the respective 0USATF Affiliate.

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SECTION 2.5 TRAVEL POLICY

A significant portion of USATF participation involves travel to competitions. Athletes, especially Minor Athletes, are most vulnerable to abuse or misconduct during travel, particularly overnight stays. This includes a high risk of athlete to athlete misconduct.

During travel, Minor Athletes may be away from their families and support networks, and the setting – new changing areas, automobiles, and hotel rooms – is less structured and less familiar.

A travel policy provides guidelines so that care is taken to minimize one-on-one interactions between minors and adults while traveling. Further, the policy directs how Minor Athletes will be supervised between and during travel to and from events, practice, and competitions. Adherence to travel policies helps to reduce the opportunities for misconduct.

USATF agrees to abide by the following travel policies. In addition, each USATF Affiliate shall have a team travel policy for minors that is published and provided to all Minor Athletes, parents/guardians, coaches, and other adults that are travelling with the team.

Some travel involves only local travel to and from local practices, meets and events, while other travel involves overnight stays. Different policies should apply to these two types of travel.

Elements of all travel policies must include:

Transportation

An Adult Participant meets the In-Program transportation requirements if the Adult Participant is accompanied by another Adult Participant or at least two minors.

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:
    a. the Minor Athlete's parent/guardian has provided written consent to USATF or USATF Affiliate for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    c. the Adult Participant Personal Care Assistant has complied with USATF's background 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.
    a. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.

The local USATF Affiliate should avoid sponsoring, coordinating, or arranging for local travel (travel to training, practice, and competition that occurs locally and does not include coordinated

overnight stays), and the parents/guardians of a Minor Athlete should be responsible for making all local travel arrangements.

Where an Adult Participant is involved in the Minor Athlete's local travel, efforts should be made to ensure that Adult Participants are not alone with a Minor Athlete (i.e., picking the Minor Athletes up in groups).

- Adult Participants who are also a Minor Athlete's parent/guardian may provide shared transportation for any Minor Athlete(s) if they pick up their athlete first and drop off their athlete last in any shared or carpool travel arrangement.
- In the case of greater distances traveled, coaches, staff, volunteers, and chaperones will often travel with the Minor Athletes. No coach, employee, or volunteer will engage in transportation without the proper safety requirements in place and on record, including valid drivers' licenses, proper insurance, well maintained vehicles, and compliance with all state and federal laws.
- Written consent from a Minor Athlete's parent/guardian is required for all transportation sanctioned and must be provided to USATF or USATF Affiliate at least annually.

Recommended Training

USATF recommends 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 alone with an Adult Participant.

Lodging

Hotel Rooms and Other Sleeping Arrangements

i. 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:
    a. A Dual Relationship Exists, and the Minor Athlete's parent/guardian has provided USATF or USATF's Affiliate with advance, written consent for the lodging arrangement;
    b. The Close-in-Age Exception applies, and the Minor Athlete's parent/guardian has provided USATF or USATF's Affiliate with advance, written consent for the lodging arrangement; or
    c. The Minor Athlete needs a Personal Care Assistant, and:
        i. The Minor Athlete's parent/guardian has provided advance, written consent to USATF or USATF Affiliate for the Adult Participant Personal Care Assistant to work with the Minor Athlete and for the lodging arrangement;
        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 USATF's background screening policy.

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

Monitoring or Room Checks During In-Program Travel

If USATF or USATF Affiliate 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.

Additional Requirements for Lodging Authorized or Funded by USATF

- Adult Participants traveling with USATF or USATF Affiliate must agree to and sign the USATF's lodging policy at least annually.
- Adult Participants that travel overnight with Minor Athlete(s) are assumed to have Authority over Minor Athlete(s) and thus must comply with the Center's Education & Training Policy.
- The local program or team shall provide adequate supervision through coaches and other adult chaperones (e.g., a recommended number would include at least one coach or adult chaperone for each five to eight Minor Athletes). If a team is composed of both male and female Minor Athletes, then if at all possible, chaperones shall be arranged of both genders.
- Minor Athletes should share rooms with other Minor Athletes of the same gender, with 2-4 athletes assigned per room depending on accommodations. Regular monitoring and curfew checks should be made of each room by at least two Adult Participants.
- The team personnel shall make reasonable efforts to ask hotels to block adult pay per view channels, if possible.
- Individual meetings between an athlete and an Adult Participant in a hotel room is prohibited. Necessary interactions shall be conducted consistent with USATF's policies for one-on-one interactions and meetings.
- All Minor Athletes shall be permitted to make regular check-in phone calls to parents. Team personnel shall allow for any unscheduled check-in phone calls initiated by either the athlete or parents/guardians.
- Family members who wish to stay in the team hotel shall be permitted and encouraged to do so.
- The team shall comply with reasonable parental requests when a Minor Athlete is away from home without a parent/guardian.
- Specific travel itineraries will be distributed to parents when they are available and will include a detailed itinerary as well as contact information for all team personnel and chaperones. Team travel policies must be signed and agreed to by all athletes, parents/guardians, and Adult Participants traveling with the team.
- If disciplinary action against a Minor Athlete is required while the athlete is traveling without his/her parents/guardians, parents/guardians will be notified before taking any action.
- No coach or chaperone shall at any time be under the influence of alcohol or drugs while performing their coaching and/or chaperoning duties.
- No coach or chaperone shall at any time, leave Minor Athletes under the age of 14 alone, without appropriate supervision, in a hotel or other housing arrangement.

- In all cases involving travel, parents have the right to transport their Minor Athlete and have the Minor Athlete stay in their hotel room.
- After a Minor Athlete has completed their participation at a USATF event their parent/guardian may sign out their child in order to take them away from the event venue for sightseeing, etc.
- Parents/guardians are strongly encouraged to receive education concerning child abuse prevention before providing consent for their Minor Athlete to travel alone with an Adult Participant who is subject to these policies. SafeSport education can be found on our website at http://www.usatf.org/About/SafeSport.aspx.

All athletes, and Minor Athletes' parents/guardians, should be made aware of USATF's Anti-Harassment & Abuse Policy and its accompanying Reporting Process.

Recommended Policy

It is strongly recommended that a signature by each adult acknowledging receipt of and agreeing to the travel policy be obtained by the applicable USATF Affiliate.

SECTION 2.6 ELECTRONIC COMMUNICATIONS

USATF encourages USATF Adult Participants, athletes, and USATF Affiliates to post comments on social media platforms or websites and tweet, and it is entirely acceptable for staff, athletes or any other accredited person to do a personal posting, blog or tweet. Such activity must be respectful and must comply with the following: Postings, blogs and tweets should at all times conform to USATF's Code of Ethics and applicable codes of conduct, Anti-Harassment and Abuse Policy, and other policies, be dignified and in good taste, and not contain vulgar or obscene words or images.

As a general rule, USATF encourages all social media and blogging activity at the events operated by USATF or a USATF Affiliate provided that it is not for commercial and/or advertising purposes and that it does not create or imply an unauthorized association of a third party with USATF. USATF encourages USATF staff, athletes, and USATF Affiliates to "link" their blogs, websites, or social media platforms to the official site of USATF (www.usatf.org).

Video/Audio

USATF Adult Participants, athletes, or a USATF Affiliate can only post video and/or audio on USATF controlled events for personal use and must not be uploaded and/or shared to a posting, blog or tweet for commercial use, unless approved by USATF.

Media

Accredited media may freely utilize social media platforms for *bona fide* reporting purposes. Photos taken by accredited photographers may be published for editorial purposes on social media platforms. All other provisions of these guidelines apply.

USATF Marks

USATF Adult Participants, athletes and USATF Affiliates must not use any of USATF's marks, which are the property of USATF – on their postings, blogs, or tweets on any social media platforms or on any websites without prior approval by USATF.

The name "USA Track & Field" or "USATF" may be used as a factual reference, provided that the name is not associated with any third party or any third party's products or services. No other USATF identifications may be used, unless USATF provided prior written approval.

Communication between Minor Athletes and Coaches

All one-on-one electronic communications between an Adult Participant and a Minor Athlete must be Open and Transparent except when:

i. A Dual Relationship exists; or,
ii. The Close-in-Age Exception applies; or
iii. A Minor Athlete needs a Personal Care Assistant and:
    a. The Minor Athlete's parent/guardian has provided written consent to USATF or USATF Affiliate for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    b. The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    c. The Adult Participant Personal Care Assistant has complied with USATF's background screening policy.

Open and Transparent means that the Adult Participant copies or includes the Minor Athlete's parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant.

- Only platforms that allow for open and transparent communication may be used to communicate with Minor Athletes.
- If a Minor Athlete communicates with the Adult Participant first, the Adult Participant must follow this policy if the Adult Participant responds.
- All electronic communication between Adult Participants and Minor Athletes must be professional in nature and for the purpose of communicating information about team activities.

Adult Participants and Minor Athletes should use good judgment regarding the volume and time of day of any allowed electronic communication.

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

Following any written request by the parents/guardians of a Minor Athlete that their child not be contacted by any form of electronic communication by Adult Participants, Adult Participants shall immediately comply with such request without any repercussions for such request.

<u>Prohibited Conduct</u>

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 such Adult Participants are not permitted to accept new personal page requests on social media platforms from Minor Athletes, unless the Adult Participant has a fan page, or the contact is deemed as celebrity contact vs. regular contact.

Existing social media connections on personal pages with Minor Athletes shall be discontinued. Adult Participants who are not the Minor Athlete's parent/guardian are not permitted to "private message," "instant message," "direct message", or send photos via Snapchat or Instagram to a Minor Athlete privately.

Liability

When USATF Adult Participants, athletes and USATF Affiliates choose to go public with any comments, opinions and any other material in any way, including on a posting, blog or tweet on any social media platform or on any website, they are solely responsible. They can be held personally liable for any commentary and/or material deemed to be defamatory, obscene, or proprietary.

In essence, athletes and other accredited persons post their opinions and any other materials at their own risk, and they should make it clear that the views expressed are their own.

Monitoring

USATF will monitor USATF related online content to ensure that the integrity of the USATF's Code of Ethics and applicable codes of conduct are maintained. USATF asks that USATF staff, athletes and USATF Affiliates discovering unauthorized content please report it immediately to the COO. USATF will make reasonable efforts to inform the parent/guardian of a Minor Athlete of any prohibited posts.

Recommended Policies

- Communication should generally only be sent between the hours of 8:00 a.m. and 8:00 p.m. local time for the location of the Minor Athlete, unless emergency circumstances exist, or while traveling internationally or during competition travel.
- Where possible, an Adult Participant should be provided and use the organization web site e-mail center (the Adult Participant's return e-mail address will contain "@organization.com") for all communications with the team and athletes.
- To facilitate communication, an official organization or team page may be set up and Minor Athletes and parents may join (i.e., "friend") the official organization or team page and Adult Participants can communicate to the Minor Athletes through the site.

SECTION 2.7 RECOMMENDED GROOMING PREVENTION POLICIES

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 parent/guardian consent, even if the out-of-program contact is not one-on-one.

Gifting

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).

Gifts that are equally distributed to all athletes and serve a motivational or education purpose are permitted.

Photography/Video

Photographs or videos of athletes may only be taken in public view and must observe generally accepted standards of decency.

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.

SECTION 2.8 USATF REQUIREMENTS FOR EDUCATION & TRAINING & MINOR ATHLETE ABUSE PREVENTION POLICIES

USATF must implement the proactive policies in Section 2 of its SafeSport Handbook to prevent abuse. These organizational requirements are described below.

A. Organizational Requirements for Education & Training

1. USATF must track whether Adult Participants under its jurisdiction complete the required training listed in Section 5.

2. USATF must, on an annual basis, offer and, subject to parent/guardian consent, give training to Minor Athletes on the prevention and reporting of child abuse.
    a. For training to Minor Athletes, USATF must track a description of the training and how the training was offered and provided to Minor Athletes.
    b. USATF is not required to track individual course completions of Minor Athletes.

3. USATF must, on an annual basis, offer training to parents/guardians on the prevention and reporting of child abuse.

B. Required Prevention Policies and Implementation

1. USATF must develop minor athlete abuse prevention policies that contain the mandatory components Part III of the Center's model Minor Athlete Abuse Prevention Policies. 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 as written in Section 2 of this Handbook have been approved by the Center as described in subsection (C) below. The policies include the recommended components in Part III of the Center's model Minor Athlete Abuse Prevention Policies and the recommended policies in Part IV (found in Section 2.7 of USATF's Safe Sport Handbook). Given the uniqueness of each sport, however, some recommended components or policies may not be feasible or appropriate. In some instances, USATF chose to implement stricter standards than the model policies.

3. USATF must require that its USATF Affiliates (including Associations and member clubs) implement these policies.

4. USATF must implement these policies for all In-Program contact.

a. At sanctioned events and facilities partially or fully under its jurisdiction, USATF must take steps to ensure the policies are implemented and followed.
b. For In-Program contact that occurs outside USATF's sanctioned event or facilities, implementing these policies means:
    i. Communicating the policies to individuals under its jurisdiction,
    ii. Establishing a reporting mechanism for violations of the policies, and
    iii. Investigating and enforcing violations of the policies.

5. USATF must have a reporting mechanism to accept reports that an Adult Participant is violating USATF's Minor Athlete Abuse Prevention Policies. USATF 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. USATF adapted the Minor Athlete Abuse Prevention Policies to fit its needs. USATF submitted its policies to the Center at compliance@safesport.org for review and approval by January 31, 2021. The Center approved the policies.

2. USATF requires USATF Affiliates to incorporate the mandatory components of Part III of the Center's Minor Athlete Abuse Prevention Policies. USATF may require that USATF Affiliates implement USATF's policies found in Section 2, which may be more stringent than the policies Part III.

3. USATF may, in its discretion, require its Associations to implement these policies.
    - If USATF chooses to require its Associations to implement the Education & Training Policy must obtain advanced, written approval from the Center to expand the training access to additional persons. Requests must be submitted to ngbservices@safesport.org.

SECTION 5.1 EDUCATION & TRAINING POLICY

Education is a key component of any abuse and misconduct prevention strategy. The U.S. Center for SafeSport's training is a tool to that teaches core concepts for creating a sport environment that is safe and positive as well as teaching how to identify, prevent and respond to issues of physical, emotional, and sexual abuse and misconduct. It is also a strong public statement that the organization places a priority on the safety of its participants.

Using a combination of attention, affection and gifts, offenders select a victim, win their trust (and the trust of the child's caregiver or "gatekeeper"), manipulate the victim into sexual activity, and keep the child from disclosing abuse.

USATF currently requires members of the following groups to complete the U.S. Center for SafeSport's *SafeSport Trained* Core course, and/or Refresher courses annually: USATF National Office Staff, USATF Board of Directors, USATF registered coaches, club coaches, USATF certified officials, authorized athlete representatives, club leadership (i.e. club staff and board, presidents, administrators, secretaries, coaches, etc., Association SafeSport Volunteer Coordinators, and anyone with a role assigned to them on USATF Connect), National Team staff and other selected personnel, National Committee Chairs, Association leadership (including staff and board, if applicable), Youth Executive Committee members, AAC Executive Committee members, AAC Event Leaders, contractors/vendors with access to athletes, and any other adult who has Authority and/or Regular Contact over athletes.

U.S. Center for SafeSport *SafeSport Trained* Core Training

USATF has adopted the U.S. Center for SafeSport's training materials, which include a series of online training videos, free of charge. Those who are required to be USATF 3-Step SafeSport Compliant must complete this training before having Regular Contact with Minor Athletes and within forty-five (45) days of beginning a role that subject the adult to this policy. Note that USATF may modify these requirements from time to time as it deems appropriate.

U.S. Center for SafeSport Refresher Training

Adult Participants must complete a refresher course on an annual basis (meaning, once every 365 days) beginning the calendar year after completing the *SafeSport Trained* Core course. Every four years, Adult Participants will complete the *SafeSport Trained* Core training. The training series will progress as follows:

Year 1:	*SafeSport Trained* Core course
Year 2:	Refresher 1
Year 3:	Refresher 2
Year 4:	Refresher 3
Year 5:	*SafeSport Trained* Core course

Medical providers can take the Health Professional Course in lieu of the *SafeSport Trained* Core course and are required to take the refresher courses on an annual basis if they meet the criteria for being an Adult Participant.

Each member club and program that is primarily and directly responsible for administering and supervising USATF programs must be fully versed in USATF's Safe Sport Program and possess the information necessary to more effectively monitor their organization, minimize the opportunities for physical and sexual abuse and other types of misconduct, and respond to concerns.

Certain jurisdictions in the United States have mandatory training and testing that may apply to those that work or volunteer with youth athletes. If state-mandated training and testing are in place, then the training and testing shall be consistent with relevant standards of care and state legislation.

Currently, all USATF association, regional, and national event organizers are required to submit a list of event workers to the SafeSport Administrator at the National Office within seven (7) days after the conclusion of the event for a compliance review. USATF reserves the right to track and conduct periodic checks for compliance regarding SafeSport training.

Minor Athlete Training

USATF annually offers training to members who are minors regarding prevention and reporting of child abuse. USATF has adopted the U.S. Center for SafeSport's SafeSport training materials that are available for the training of Minor Athletes with parent/guardian consent, located at www.athletesafey.org

These free resources include courses for children of preschool age; grades K-2; grades 3-5; middle school and high school. These online trainings are designed as an introduction for Minor Athletes and their parents or other caregivers to understand the importance of positive, welcoming environments in sports, where misconduct like bullying or abuse is less likely to happen, and to know where to report abuse, should it occur.

Each course requires that a parent/guardian create an account to provide consent for their child to access the training. Once an account is created, parents can choose which course is best for their child based on their actual or developmental age.

Each course can be found on www.athletesafety.org and will take less than 30 minutes to complete. A writeable PDF certificate is available at the conclusion of each training, and parents are encouraged to create one bearing their child's name.

Parent/Guardian Training

USATF annually offers training to parents/guardians on the prevention and reporting of child abuse. USATF has adopted to U.S. Center for SafeSport's free parent training materials that are available at www.athletesafety.org.

Volunteer Training

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 course) before engaging or interacting with any Minor Athlete(s). USATF will share details on how to complete the Volunteer course when it becomes available.

Exemptions and Accommodations

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 U.S. Center for SafeSport at exemptions@safesport.org, or to USATF at safesport@usatf.org.

The Center will work with the USATF on appropriate accommodations for persons with disabilities and individuals with limited English proficiency to satisfy these training requirements. USATF must provide reasonable accommodations and track any exemptions for individuals with disabilities and individuals with limited English proficiency.