



WITNESSING OR REPORTING INNAPROPRIATE CONDUCT

1. Purpose

The Brazilian Soccer Academy ("BSA") is committed to providing a safe, respectful, and positive environment for all players. This policy outlines the required steps for parents, coaches, staff, volunteers, and team personnel if they witness, suspect, or receive a report of inappropriate conduct involving any participant in the Academy.

2. Scope

This policy applies to:

- All coaches, trainers, staff, and volunteers
- Parents and guardians
- Players
- Team personnel, contractors, and guests

This policy applies during all Academy-related activities, including practices, games, tournaments, travel, meetings, and any Academy-sponsored events.

3. Definition of Inappropriate Conduct

Inappropriate conduct includes, but is not limited to:

- Physical abuse or threats of physical harm
- Sexual misconduct, harassment, or abuse
- Emotional or verbal abuse (bullying, intimidation, humiliation)
- Neglect or reckless disregard for player safety
- Discrimination or harassment based on race, color, religion, sex, sexual orientation, gender identity, national origin, or disability
- Inappropriate physical contact or communication (in person, text, social media, or online)



- Violations of supervision, locker room, or travel policies

4. Immediate Action Requirements

If you witness conduct that poses immediate danger to a player:

1. Ensure the safety of the player immediately.
2. Call emergency services (911 or local emergency number) if there is imminent risk or injury.
3. Report the incident as soon as possible following the steps in Section 5.

Do not attempt to investigate the situation yourself.

5. Reporting Procedures

Anyone who witnesses, suspects, or receives information about inappropriate conduct must report it promptly.

Step 1: Report to BSA Leadership

Reports should be made as soon as possible to one of the following:

- Academy Director
- Technical Director
- Staff in Charge (If the above are not available)

Reports may be made verbally or in writing. Written reports are encouraged and should include:

- Date, time, and location of the incident
- Names of individuals involved
- Description of what was observed or reported
- Any actions already taken

Step 2: Mandatory External Reporting

If the concern involves suspected child abuse or sexual misconduct, BSA leadership will:

- Contact local child protective services or law enforcement as required by law



- Comply with all mandatory reporting obligations

Individuals are not prohibited from making a direct report to authorities themselves.

6. Confidentiality and Non-Retaliation

- Reports will be handled as confidentially as possible, shared only with those who need to know to respond appropriately.
- Retaliation against anyone who reports a concern in good faith is strictly prohibited.
- Any retaliation will result in disciplinary action, up to and including removal from the Academy.

7. Cooperation and Investigation

- All participants are required to cooperate fully with any internal or external investigation.
- BSA may temporarily suspend or restrict individuals from activities while an investigation is ongoing to protect players and staff.

8. False or Malicious Reports

Reports made in good faith will never result in discipline, even if unsubstantiated. Knowingly false or malicious reports may result in disciplinary action.

9. Training and Awareness

- Coaches, staff, and volunteers will receive periodic training on player safety and appropriate conduct.
- Parents and players will be provided this policy annually and upon registration.

10. Policy Acknowledgment

All coaches, staff, volunteers, and team personnel must acknowledge in writing that they have read, understood, and agree to comply with this policy.



11. Acknowledgment and Signature

All coaches, staff, volunteers, team personnel, parents, and guardians are required to acknowledge their understanding of and agreement to comply with this policy.

I acknowledge that I have received, read, and understand the Brazilian Soccer Academy Policy on Witnessing or Reporting Inappropriate Conduct. I agree to comply with this policy and understand my responsibility to report concerns in good faith.

Name (Print): _____

Role (Coach / Staff / Parent / Volunteer / Other): _____

Signature: _____

Date: _____