



## **Farmington Youth Basketball Safe Sport Act 2017 Policy & Procedures**

### **1. Purpose**

This policy establishes how Farmington Youth Basketball Association will prevent the physical, emotional and sexual abuse of children and youth by its paid coaches, volunteer coaches, board members or other volunteers. Farmington Youth Basketball Association seeks to create a safe, welcoming and nurturing environment and has zero tolerance for those whose actions may jeopardize the safety, health or innocence of a minor.

### **2. Annual Abuse Prevention Orientation**

A Board Member will review this policy annually with coaches, volunteers and parents (through beginning of season Parents Meeting and Coaches Meeting). *The Trusted Coaches Protecting Youth Athletes from Sexual Abuse video will be shown.*

### **3. DEFINITIONS**

Abuse: Because it takes many forms, abuse can be broken down into the following subtypes, all of which are prohibited within the scope of this policy:

- Physical abuse: Injury inflicted on a child or youth
- Sexual abuse: Contact or activity of a sexual nature between an adult and a child or youth, or youth to youth
- Emotional abuse: Mental or emotional injury inflicted on a child or youth by the actions of an adult
- Neglect: Failure to provide reasonable care for a child or youth
- Economic abuse: Deliberate misuse of the money or belongings of a child or youth
- Child: A child is defined as anyone under the age of 12.
- Youth: A youth is defined as anyone between 12 and 18 years of age.

### **4. POLICY GUIDELINES**

#### **A. Volunteer & Personnel Screenings**

Safeguards will be used to eliminate from consideration any candidates who display characteristics that could classify them at a high risk for violating this policy. The required screenings and background information will depend on the positions and its level of involvement with children and youth.

#### **B. For those who regularly work with or around children or youth**

Candidates for positions that involve regular interaction with children or youth will be screened and selected using the following:

- Standard Farmington Youth Basketball Association application that includes signed authorization to perform necessary background checks



- Criminal background checks in any and all states where the candidate has lived in the past seven years
- Sexual offender registry checks in any and all states where the candidate has lived for the last seven years
- Driving records and any applicable certification if the position requires the transportation of children
- In-person interview of the candidate
- If hired or offered volunteer position, criminal and sexual offender registry checks will be conducted every two years for those who regularly work with children or youth.

**C. For those who occasionally work with children or youth:**

Candidates for positions that involve occasional contact with children or youth will be screened and selected using the following:

- Standard Farmington Youth Basketball Association application that includes signed authorization to perform necessary background checks
- In-person interview of the candidate
- Criminal background checks in any and all states where the candidate has lived in the past seven years
- Sexual offender registry checks in any and all states where the candidate has lived for the last seven years
- Driving records and any applicable certification if the position requires the transportation of children

All information collected about a candidate will be reviewed and used to determine if they are appropriate for the respective position. If hired or offered volunteer position, all information collected during the application process will be included in the paid coach, volunteer coach, board member or other volunteer's, permanent file, which will be maintained over the course of their services with Farmington Youth Basketball Association.

Personnel screenings are required regardless of current status with Farmington Youth Basketball Association. Farmington Youth Basketball Association paid coach, volunteer coach, board member or other volunteers seeking to transfer into a position that involves working with children or youth must undergo the same review process as new hires.

**5. Structural Guidelines for Programs**

All Farmington Youth Basketball Association programs are designed to encourage safe interaction between Farmington Youth Basketball Association's paid coach, volunteer coach, board member or other volunteers and children or youth. The following guidelines are meant to keep established safeguards effective:

- Programs for children and youth must have an established adult to child ratio (typically 2-3 adult coaches per teams of 8-10 players)
- Paid coach, volunteer coach, board member or other volunteers are restricted from being alone with a child or youth where they cannot be easily observed by others.



- Adhere to “the rule of three”, meaning that there should always be at least 3 people present in any setting (two coaches and at least one athlete, or one coach and at least two athletes) with the exception of emergency care.
- Paid coach, volunteer coach, board member or other volunteers are not allowed to implement new activities or programs for children without Farmington Youth Basketball Association consent. Request for new activities or programs should be submitted in writing to management.
- Written permission must be obtained from a parent or guardian before any paid coach, volunteer coach, board member or other volunteers transports a child or youth in the name of Farmington Youth Basketball Association.
- Children in grades K-2 must have a parent, legal guardian or relative (ex. Grandparent) remain on site for the entire length of the session.

## **6. General Conduct**

In an effort to provide a safe and healthy environment for both mind and body, the following guidelines are meant to guide Farmington Youth Basketball Association paid coach, volunteer coach, board member or other volunteers during their interactions with children and youth. These guidelines do not and cannot outline every situation that may be encountered, requiring paid coach, volunteer coach, board member or other volunteers to act with a certain degree of personal discretion. Because a certain action is not prohibited in this section does not mean it is acceptable behavior. Farmington Youth Basketball Association reserves the right to take disciplinary action against paid coach, volunteer coach, board member or other volunteers whose actions are found to be inappropriate regardless of whether they appear in this section:

- Paid coach, volunteer coach, board member or other volunteers will treat all children and youth with respect and consideration. Treatment must be fair and equal, and must not be based on sex, race, religion, sexual orientation or economic or social status. All effort must be made to avoid favoritism, or the appearance of favoritism.
- While representing Farmington Youth Basketball Association, paid coach, volunteer coach, board member or other volunteers must not possess, distribute, use or allow others to use any alcohol or drugs.
- Paid coach, volunteer coach, board member or other volunteers must not use harsh or inappropriate language, degrading punishment or any type of restraining device in the name of behavior management.
- Paid coach, volunteer coach, board member or other volunteers must not participate in or allow others to engage in any form of hazing.
- Paid coach, volunteer coach, board member or other volunteers must not have sexual contact with children or youth.
- Paid coach, volunteer coach, board member or other volunteers must not dress, undress, shower or bathe with or in the presence of children or youth.



- Paid coach, volunteer coach, board member or other volunteers must not use physical punishment in any form. The only time physical force is allowed to be used against a child or youth is when their actions are placing others at an immediate risk for substantial bodily harm or great bodily harm as laid out in MN Statute 609.02 definition subd 7a and 8.
- Paid coach, volunteer coach, board member or other volunteers are prohibited from sharing sleeping locations with children or youth. This includes beds, tents, hotel rooms and other similar areas.
- Paid coach, volunteer coach, board member or other volunteers must not discuss their own sexual history, preferences or fantasies nor their use of illicit or pornographic materials while in the company of children or youth.
- Paid coach, volunteer coach, board member or other volunteers are not allowed to possess any sexually oriented materials (books, magazines, videos, clothing) when conducting business in the name of Farmington Youth Basketball Association.
- When one-on-one discussion or counseling is warranted, a paid coach, volunteer coach, board member or other volunteer interaction with a child or youth will take place in an area that allows for private conversation while remaining in clear view of others.

#### 7. **Communication Policy:**

This includes texting, email, instant messaging, Twitter, Facebook, Snapchat, and all other forms of social media/communication.

- All communication with players should be professional and team oriented.
- A parent/guardian or other responsible adult must be copied on all coach or player initiated messaging.

All social media posts must be public and related to team activities.

#### 8. **Incidents & Reporting**

We believe that we all need to be advocates for the safety of all children in our program. This includes concerns, complaints, allegations, and disclosures from athletes. All coaches and administrators are considered mandatory reporters regardless of the level of seriousness of the situation.

A. **If you have witnessed, experienced or been made aware of any form of harassment, you should:**



1. Report the incident immediately to the Farmington Youth Basketball Association Vice President & President. These representatives will keep other board members fully informed.
  2. Report any additional incidents or retaliation that may occur to the above resources. These representatives will keep other board members fully informed. FYBA also encourages anyone reporting an incident to FYBA to also report to relevant law enforcement agency.
- Any communicated incident to FYBA will be reported within 24 hours.
  - Any sexual or physical abuse allegations will be immediately reported to relevant law enforcement agency.
  - Complaints and actions taken to resolve complaints will be handled as confidentially as possible, given Farmington Youth Basketball Association's obligation to investigate and act upon reports of such harassment.
  - Appropriate actions will be taken by Farmington Youth Basketball Association to stop and remedy any and all such conduct, including temporary suspension of duties during the reporting period.
  - Retaliation of any kind or discriminating against an individual who reports a suspected incident of harassment or who cooperates in an investigation is prohibited.
  - When appropriate, the Farmington Youth Basketball Association Board with proper authority, shall communicate reports of abuse to members. The confidentiality of anyone making a report will be protected.

An individual who violates this policy or retaliates against an individual in any way will be subject to disciplinary action up to and including immediate termination.

If, for any reason, a paid coach, volunteer coach, board member or other volunteer feels there is a need to make an exception to these guidelines, they must submit to the board president a written description of the incident and why their actions were necessary. Their report will be reviewed for wrongdoing. A copy of the original report along with any additional findings made by the reviewer will be included in the paid coach, volunteer coach, board member or other volunteer's permanent file.

## **Farmington Youth Basketball Association Safe Sport Act of 2017 Prevention Policy Agreement**



If you have any uncertainty or questions regarding the content of this policy, you are required to consult with the board. This should be done prior to signing and agreeing to the Farmington Youth Basketball Association Abuse Prevention Policy.

I have read and understand Farmington Youth Basketball Association's Abuse Prevention Policy and agree to abide by its terms and conditions throughout the course of my volunteer time or employment. I understand that my failure to follow the terms of this policy could result in disciplinary action up to and including termination.

---

Paid Coach, Volunteer Coach, Board Member or Other Volunteer Signature      Date

---

Board Representative Signature      Date