

MOUNTAIN STATE

Handbook

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Account Freeze/ Suspend Policy

I understand that automatic billing occurs on the 5th of each month. I understand that in order to avoid accruing charges for the month I must fill out the Google form for cancellations no later than the 1st of the month prior to the billing date, if I no longer wish to participate on MSS.

Failure to turn in a cancellation form by the 1st of the month will result in an account charge equal to 50% of the monthly due.

****Form can be found on the team website under the "Forms" tab.**

CODE OF CONDUCT: PARENTS



The purpose of a code of conduct for parents is to establish consistent expectations for behavior by parents. As a parent/guardian, I understand the important growth and developmental support that my child's participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- I will set the right example for our children by demonstrating sportsmanship and always showing respect and common courtesy to the team members, coaches, competitors, officials, parents, and all facilities.
- I will get involved by volunteering, fund raising, cheering at meets, and supporting my child.
- I will refrain from remaining on deck during practice or swim meets and from coaching my child from the stands during practices or meets.
- I understand that criticizing, name-calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- I will respect the integrity of the officials.
- I will not distract or interrupt the coaching staff during practice.
- I will comply with all USA Swimming and facility rules and regulations.

I understand the above expectations and that my failure to adhere to them may result in disciplinary action.

Volunteering Policy

Purpose

The success of Mountain State Storm Swim Team relies on the active participation of our swim families. Swim meets and events require a large number of volunteers to run smoothly and efficiently. This policy outlines the volunteer requirements for families to ensure every swimmer has the support they need to compete in a safe, organized, and fun environment.

Who Must Volunteer

Each family with at least one swimmer on the team is required to fulfill volunteer obligations, regardless of the number of swimmers they have on the team.

Volunteer Requirements

Each volunteer contribution will be awarded points. Each family is required to contribute a number of points per swim season. The number of required shifts may vary depending on the number of swim meets your swimmer participates in (requirements outlined below).

Examples of volunteer roles include (but are not limited to):

Timing (lane timer at meets)

Announcer

Heat Sheet Sales

Food Donations

Hospitality supervision

Awards

Deck Marshall

Officiating

Sign-Up Process

Volunteer opportunities will be posted via TeamUnify or SignUpGenius ahead of each meet or event. Shifts are available on a first-come, first-served basis.

Families are encouraged to sign up early to ensure they can select roles that best match their availability and preferences.

Unfulfilled Volunteer Commitments

Families who do not fulfill their volunteer obligations will be charged a \$50 per point volunteer opt-out fee prior to the end of the season or be subject to restrictions on future meet participation.

Repeat non-compliance may result in limited swimmer participation in meets or other team functions.

Opt-Out Option

Families who are unable to volunteer may choose to pay a flat opt-out fee of \$50 per required point per season. This fee helps cover the cost of hiring support where volunteer coverage is insufficient.

Exceptions

We understand that unique personal circumstances may arise. Families facing hardship or unusual situations should contact the Volunteer Coordinator or Team Director to discuss alternate arrangements.

Why Volunteering Matters

Volunteering not only helps our meets run efficiently—it builds community, teaches our children the value of teamwork, and ensures the longevity and sustainability of our swim program. Your involvement is essential and appreciated!

Requirements per family

The total number of points required per family is determined by the number of swim meets your swimmer participates in and is as follows:

0 meets= 1 point

1-2 meets= 4 points

3+ meets= 8 points

Volunteer Jobs & Point Scale, Job Role Description & Points per Session

Lane Timer- Time swimmer races in a lane during a meet: 1.5 points

Heat Sheet Sales-Sell heat sheets at the entrance before meet begins: 0.25 point

Official/ AO-Officiate swim meet/ run Meet Manager/ Gen7: 1.5 points

Food Donation-Bring assigned food/drink items: 0.25 points per item

Meet Announcer-Make meet announcements, call events, maintain flow: 1 point

Hospitality-Distribute food/beverages to officials and volunteers/ restock coolers: 0.5 point

Awards- Place labels on medals and ribbons/ sort by team :0.75 point

Deck Marshal-1 male and 1 female required per session, Monitor entrance/ exit of pool deck 1pt

Volunteer Incentives

As a show of appreciation for those that are willing to put the time into volunteering we will be doing give aways for families that have earned 3+ points. Once your family is credited with 3+ volunteer points your name will be added to the drawing. Each point over 3 is an additional entry into the drawing- the more volunteer points you earn, the greater chance of winning! We will have drawings throughout the year (exact dates TBA) and prizes will include up to 1 month free membership.

Action Plan of Mountain State Storm to Address Bullying

Bullying of any kind is unacceptable at Mountain State Storm (MSS) and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. MSS is committed to providing a safe, caring, and friendly environment for all our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, facility staff member or mentor. Objectives of MSS's Bullying Policy and Action Plan:

1. To make it clear that MSS will not tolerate bullying in any form.
2. To define bullying and give all coaches, parents and swimmers an understanding of what bullying is.
3. To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that MSS takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

WHAT IS BULLYING? The USA Swimming Code of Conduct prohibits bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress. Source: www.stopbullying.gov – a federal government website managed by the U.S. Department of Health & Human Services www.usaswimming.org/protect

The USA Swimming Code of Conduct defines bullying in 304.3.7. Bullying is the severe or repeated use by one or more USA Swimming members of oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has the effect of: i. causing physical or emotional harm to the other member or damage to the other member's property; ii. placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property; iii. creating a hostile environment for the other member at any USA Swimming activity; iv. infringing on the rights of the other member at any USA Swimming activity; or v. materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

REPORTING PROCEDURE An athlete who feels that he or she has been bullied is asked to do one or more of the following things: · Talk to your parents; · Talk to a Club Coach or Bridge staff member · Write a letter or email to an MSS Coach or Bridge staff member · Make a report to the USA Swimming Safe Sport staff. There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

HOW WE HANDLE BULLYING If bullying is occurring during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps: 1. Intervene immediately, with the assistance of other adults if necessary. 2. Separate the kids involved. 3. Make sure everyone is safe. 4. Meet any immediate medical or mental health needs. 5. Stay calm. Reassure the kids involved, including bystanders. 6. Model respectful behavior when you intervene.

If bullying is occurring at our club or it is reported to be occurring at our club, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following approach:

1. First, we get the facts. a. Keep all the involved children separate. b. Get the story from several sources, both adults and kids. c. Listen without blaming. d. Don't call the act "bullying" while you are trying to understand what happened. e. Collect all available information.
2. Then, we determine if it's bullying. There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else. a. Review the USA Swimming definition of bullying; b. To determine if the behavior is bullying or something else, consider the following questions: § What is the history between the kids involved? § Have there been past conflicts? § Is there a power imbalance? § Has this happened before? Is the child worried it will happen again? c. Remember that it may not matter "who started it." d. Once you have determined if the situation is bullying, support all of the kids involved.

3. Support the kids who are being bullied a. Listen and focus on the child. Learn what's been going on and show you want to help. Assure the child that bullying is not their fault. b. Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to: Source:

www.stopbullying.gov – a federal government website managed by the U.S. Department of Health & Human Services www.usaswimming.org/protect i. Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He or she is not at fault and should not be singled out. Discuss the steps that will be taken and how bullying will be addressed going forward. c. Be persistent

4. Address bullying behavior a. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others. b. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem. c. Work with the child to understand some of the reasons he or she bullied. For example: i. Sometimes children bully to fit in or just to make fun of someone is a little different from them. Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They also may have been bullied. These kids may be in need of additional support. d. Involve the kid who bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can: i. Write a letter apologizing to the athlete who was bullied. ii. Do a good deed for the person who was bullied, for MSS, or for others in your community. iii. Clean up, repair, or pay for any property they damaged.

All bullying reports and allegations will be fully investigated by the MSS coaching staff and Bridge Aquatics Department. Accommodations and necessary repercussions will be handed down following any investigation, as well as any safe sport reporting.

PHOTO USE RELEASE FORM:

I, the undersigned Participant, or parent/legal guardian of the Participant, hereby grant and authorize The Bridge Sports Complex, its agents and licensees the right to take, edit, alter, copy, exhibit, publish, distribute and make use of any and all pictures or video taken of Participant to be used in and/or for legally promotional materials including, but not limited to, newsletters, flyers, posters, brochures, advertisements, fundraising letters, annual reports, press kits and submissions to journalists, websites, social networking sites and other print and digital communications, without payment or any other consideration. This authorization extends to all languages, media, formats, and markets now known or hereafter devised. This authorization shall continue indefinitely, unless Participant, or parent/legal guardian of the Participant, otherwise revokes said authorization in writing. Participant, or parent/legal guardian of the Participant understands, and agrees that these materials shall become the property of The Bridge Sports Complex and will not be returned. Participant or parent/legal guardian of the Participant hereby holds harmless, and releases The Bridge Sports Complex from all liability, petitions, and causes of action which Participant or parent/legal guardian of the Participant, Participant's heirs, representative, executors, administrators, or any other persons may make while acting on my behalf or on behalf of Participant's estate.

If the Participant is under the age of consent, then the undersigned hereby certifies that the undersigned is the parent or legal guardian of Participant and does hereby give my consent without reservation to the foregoing on behalf of this Participant, Participant's heirs, representatives and assigns.

Medical / Liability Waiver

I certify that I am the parent or legal guardian for my child(ren). I hereby give my permission for any supervisor, coach or other team administrator associated with the Mountain State Storm to seek and give appropriate medical attention for our child(ren) in the event of an accident, injury, illness. I will be responsible for any and all costs associated with any necessary medical attention and/or treatment.

I hereby waive, release and forever discharge Mountain State Storm from all rights and claims for damages, injury, loss to person or property which may be sustained or occur during participation in Mountain State Storm activities, whether or not damages or loss is due to negligence. I hereby acknowledge that my children is (are) physically fit and capable of participation in all activities.

By registering my child(ren) with the Mountain State Storm, I agree to participate (or allow my child(ren) and family members to participate) in the Mountain State Storm, and hereby release Mountain State Storm, its directors, officers, agents, coaches, and employees from liability for any injury that might occur to myself (or to my child(ren) and family members) while participating in the Mountain State Storm program, including travel to and from training sessions, swim meets or other scheduled team activities.

I agree to indemnify and hold harmless the above mentioned organizations and/or individuals, their agents and/or employees, against any and all liability for personal injury, including injuries resulting in death to me, my child(ren) and/or other family members, or damage to my property, the property to my child(ren) and/or other family members, or both, while I (or my child(ren) or family members) participating in the Mountain State Storm program and other classes.

Mountain State Storm reserves the right to add or edit team policies as needed.



Minor Athlete Abuse Prevention Policy

Mountain State Storm

Effective: January 1, 2025



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THIS POLICY APPLIES TO:

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions and/or summits.

Adult Participants: Any adult 18 years of age or older who is a:

- USA Swimming member, either athlete or non-athlete;
- Participating non-member (e.g., meet marshals, meet computer operators, timers, etc.);
- Authorized, approved or appointed by USA Swimming, Zones, Local Swimming Committees ("LSCs") or member clubs to have Regular Contact with (e.g., ongoing interactions during a 12- month period wherein the individual is in a role of active engagement) or authority over minor athletes; and/or
- Within the governance or disciplinary jurisdiction of USA Swimming, Zones, LSCs or member clubs.

GENERAL REQUIREMENT

USA Swimming, Zones, LSCs and member clubs are required to implement this Minor Athlete Abuse Prevention Policy in full. The Minor Athlete Abuse Prevention Policy must be reviewed and agreed to in writing by all athletes, parents/legal guardians, coaches and other non-athlete members of member clubs on an annual basis with such written agreement to be retained by the club or LSC, as applicable.

DEFINITIONS

Athlete: A USA Swimming athlete member.

Authority: When one person's position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person (e.g., when a power imbalance exists).

Billeting: A residential environment facilitated by an Adult Participant or Organization, or sanctioned event staff in which a Minor Athlete is temporarily housed in a private home with an adult or family who is not related to or known by the Minor Athlete. This lodging arrangement is in conjunction with an activity related to sport.

Dual Relationship: When an Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. Examples of Dual Relationships include, but are not limited to, family members, mental health professionals, teachers, medical professionals and family friends.

Emergency Circumstances: A serious, unexpected and possibly dangerous situation that requires quick action and cannot be avoided. Emergency circumstances include, but are not limited to: a physical, mental or emotional medical emergency involving the Minor Athlete, relative of the Minor Athlete or relative of an Adult Participant; a Minor Athlete's suicidal ideations/behavior; a report of abuse; a severe weather event; and last-minute practice changes.

Electronic Communication: Includes, but not limited to, phone calls, emails, videoconferencing, video coaching, text-messaging, social media or any other electronic medium.

Event or Facility Under Partial or Full Jurisdiction: Includes any USA Swimming sanctioned event (including all travel and lodging in connection with participation in the event) or any facility that USA Swimming, Zones, LSCs or member clubs owns, leases or rents for practice, training or competition.

In-Program: Any contact (including communications, interactions or activities) between an Adult



Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Contact: Any contact (including communications, interactions or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to contact occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Massage: Any Massage, Manual Therapy, Therapeutic and Recovery modalities, involving an Adult Participant and any Minor Athlete(s) related to participation in sport. Examples include, but are not limited to Massage, Manual Therapy, Therapeutic and Recovery modalities occurring at or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

In-Program Travel: Any transportation or travel involving an Adult Participant and any Minor Athlete(s) related to participation in sport authorized or funded by USA Swimming. Examples include, but are not limited to transportation or travel to or related to: competition, practices, meetings, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, video review, team- or sport-related team building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community services, sport education, competition site visits, conventions, conferences, summits and/or workshops.

Lodging and Residential Environment: Lodging arrangements include, but are not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting.

Massage: Any massage, rubdown, athletic training modality including physical modalities (e.g., stretching, physical manipulation, injury rehabilitation, etc.) and electronic or instrument assisted modalities (e.g., stim treatment, dry needling, cupping, etc.).

Minor Athlete: An athlete under 18 years of age who is a USA Swimming member or was a USA Swimming member within the previous 12 months¹.

Organization: USA Swimming, LSC or Club

Regular Contact: Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any minor athlete.

¹ This term shall also include any minor who participates in, or participated within the previous 12 months in, a non-athlete role at an Event or Facility Under Partial or Full Jurisdiction. Examples include, but is not limited to: volunteer or timer.



EXCEPTIONS

[Note: Exceptions apply only where specified]

Close-In-Age Exception: In-Program Contact between an Adult Participant and a Minor Athlete is permitted if:

- a. The Adult Participant has no authority over the Minor Athlete; and
- b. The Adult Participant is not more than four years older, determined by birthday, than the Minor Athlete.

Dual Relationship Exception: An Adult Participant has a role or relationship with a Minor Athlete that is outside of the sport program. This exception requires written consent of the Minor Athlete's parent/legal guardian at least annually, which must also identify which portion of MAAPP the parent/guardian is providing consent.

Emergency Exception: Applies to all situations in MAAPP where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of an emergency circumstance.

- a. It is strongly encouraged that the Organization or Adult Participant document the emergency circumstance.



ONE-ON-ONE INTERACTIONS

I. Observable and Interruptible

All one-on-one In-Program Contact interactions between a Minor Athlete and an Adult Participant must occur at an observable and interruptible distance from another adult, except:

- a. In emergency circumstances;
- b. When a Dual Relationship exists; and/or
- c. When the Close-In-Age Exception applies.



MEETINGS AND INDIVIDUAL TRAINING SESSIONS

I. Meetings

- a. Meetings between a Minor Athlete and an Adult Participant may only occur if another adult is present and where interactions can be easily observed and at an interruptible distance from another adult.
- b. If a one-on-one meeting takes place, the door to the room must remain unlocked and open. If available, it must occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
- c. Meetings must not be conducted in an Adult Participant or Athlete's hotel room or other overnight lodging location during In-Program Travel.

II. Meetings with Licensed Mental Health Care Professionals, Health Care Providers.

If a licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, meets one-on-one with a Minor Athlete at an Event or Facility Under Partial or Full Jurisdiction of Organization in conjunction with participation, the meeting must be observable and interruptible by another adult, except if:

- a. The door remains unlocked;
- b. Another adult is present at the facility;
- c. The other adult is advised that a closed-door meeting is occurring although the Minor Athlete's identity does not need to be disclosed;
- d. When appropriate and not violating a providers professional licensure, Mountain State Storm is notified that the licensed mental health care professional, health care provider, and/or a student under the supervision of a licensed mental health care professional or licensed health care provider, will be meeting with a Minor Athlete, whose name does not need to be disclosed; and
- e. The licensed mental health care professional, health care provider, and/or student under the supervision of a licensed mental health care professional or licensed health care provider, obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

III. Individual Training Sessions

- a. In-Program one-on-one individual training sessions outside of the regular course of training and practice between Adult Participants and Minor Athletes must be observable and interruptible by another adult, except:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.
- b. The Adult Participant providing the individual training session must receive advance, written consent from the Minor Athlete's parent/legal guardian at least annually, with a copy provided to MSS, which can be withdrawn at any time.
- c. Parents/legal guardians must be allowed to observe the individual training session.

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.



ELECTRONIC COMMUNICATIONS

I. Content

All Electronic Communication from Adult Participants to Minor Athletes must be professional in nature.

II. Open and Transparent

- a. If an Adult Participant communicates one-on-one with a Minor Athlete via Electronic Communications, the Minor Athlete's parent/legal guardian, or another adult family member, must be copied or included. If a Minor Athlete communicates to the Adult Participant privately first, said Adult Participant must copy or include the Minor Athlete's parent/legal guardian, or another adult family member, on any Electronic Communication response to the Minor Athlete. Adult Participants must only use Electronic Communication platforms that allow for Open and Transparent communication.
- b. The following exceptions apply to Section II(a):
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists; and/or
 - iii. When the Close-In-Age Exception applies.
- c. When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, said Adult Participant must copy another Adult Participant.

III. Requests to Discontinue

Parents/legal guardians may request in writing that their Minor Athlete not be contacted through any form of electronic communication by MSS or by an Adult Participant subject to this Policy. MSS and/or Adult Participant must abide by any such request that the Minor Athlete not be contacted via electronic communication, or included in any social media post, absent emergency circumstances.

IV. Hours

Electronic communications must only be sent between the hours of 5:00 a.m. and 10:00 p.m. local time for the location of the Minor Athlete, unless emergency circumstances exist, or during competition travel.

V. Prohibited Electronic Communication

- a. Adult Participants 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 as opposed to Regular Contact. Existing social media connections with Minor Athletes must be discontinued. Minor Athletes may "friend", "like" or "follow" USA Swimming's official page.
- b. Adult Participants must not send private, instant or direct messages to a Minor Athlete through social media platforms.
- c. The following exceptions apply to Section V:
 - i. When a Dual Relationship exists; and/or
 - ii. When the Close-In-Age Exception applies.



IN-PROGRAM TRAVEL AND LODGING AND RESIDENTIAL ENVIRONMENTS

I. Transportation

- a. During In-Program Travel, observable and interruptible environments must be maintained.
- b. An Adult Participant must not transport a Minor Athlete one-on-one during In-Program Travel and must always transport at least two Minor Athletes, who are at least 8 years of age, or another Adult Participant except:
 - i. In emergency circumstances;
 - ii. When a Dual Relationship exists;
 - iii. When the Close-In-Age Exception applies; and/or
 - iv. The Minor Athlete's parent/legal guardian has provided, at least annually, written consent for the Adult Participant to transport the Minor Athlete one-on-one, which can be withdrawn at any time.
- c. Adult Participants, including team managers and chaperones, who travel with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.

II. Lodging and Residential Environments

- a. An Adult Participant must not share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with an Athlete.
- b. During In-Program Travel, all In-Program Contact in a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, between an Adult Participant and a Minor Athlete must be observable and interruptible.
- c. During In-Program Travel, when doing room checks, two-deep leadership (two Adult Participants should be present) and observable and interruptible environments must be maintained.
- d. The following exceptions apply to II(a), (b) and (c):
 - i. When a Dual Relationship exists, the Adult Participant is not a coach, and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement; and/or
 - ii. When the Close-In-Age Exception applies and the Minor Athlete's parent/legal guardian has provided advance, written consent for the lodging arrangement.
- e. Minor Athletes should be paired to share a lodging arrangement including, but not limited to hotel stays, rentals (i.e. Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and Billeting, with other Minor Athletes of the same competition category and of similar age.
- f. Adult Participants, including team managers and chaperones, who lodge with USA Swimming athletes must be USA Swimming non-athlete members of USA Swimming.

III. Written Consent

A Minor Athlete's parent/legal guardian must provide written consent, at least annually, for all In-Program Travel and lodging during In-Program Travel, which can be withdrawn at any time.

IV. Meetings

- a. Meetings during In-Program Travel must be conducted consistent with the One-on-One Interactions section of this Policy (e.g., any such meeting must be observable and interruptible).
- b. Meetings must not be conducted in an Adult Participant or athlete's hotel room or other overnight lodging location during In-Program Travel.



LOCKER ROOMS AND CHANGING AREAS

- I. Requirement to Use Locker Room or Changing Area
The designated locker room or changing area must be used when an athlete or Adult Participant changes, in whole or in part, into or out of a swimsuit when wearing just one suit (e.g., deck changing is prohibited).
- II. Observable and Interruptible
All In-Program Contact between Adult Participants and Minor Athletes in a locker room, changing area or similar space must be observable and interruptible, except:
 - a. In emergency circumstances;
 - b. A Dual Relationship exists; and/or
 - c. The Close-In-Age exception applies.
- III. Private or Semi-Private Space for Minor Athletes
MSS must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at Events or Facilities Under Partial or Full Jurisdiction of Organization.
- IV. Use of Recording Devices
Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces by a Minor Athlete or an Adult Participant is prohibited.
- V. Undress
Adult Participants must not remove their clothes or behave in a manner that intentionally or recklessly exposes his or her breasts, buttocks, groin or genitals to a Minor Athlete under any circumstance. An Adult Participant must not request a Minor Athlete to expose the Minor Athlete's breasts, buttocks, groin or genitals to the Adult Participant under any circumstance. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- VI. Showers
 - a. Adult Participants must not shower with Minor Athletes unless:
 - i. The Adult Participant meets the Close-in-Age Exception; and/or
 - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
 - b. Parents/legal guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participants during In-Program Contact. Organization must abide by such a request.
- VII. Monitoring
MSS must regularly and randomly monitor the use of locker rooms and changing areas to ensure compliance with this Policy. Locker rooms and changing areas may be monitored by use of the following methods:
 - a. Conducting a sweep of the locker room or changing area before athletes arrive;
 - b. Posting staff directly outside the locker room or changing area during periods of use;
 - c. Leaving the doors open when adequate privacy is still possible; and/or
 - d. Making occasional sweeps of the locker rooms or changing areas with women checking on female locker rooms and men checking on male locker rooms.

Every effort must be made to recognize when a Minor Athlete goes to the locker room or changing area during practice and competition, and, if the Minor Athlete does not return in a timely fashion, to check on the Minor Athlete's whereabouts.
- VIII. Media and Championship Celebrations in Locker Rooms
MSS may permit recording or photography in locker rooms to highlight a sport or athletic accomplishment if:
 - a. Parent/legal guardian consent has been obtained, when possible; and
 - b. Organization approves the specific instance of recording or photography; and



- c. Two or more Adult Participants are present; and
- d. Everyone is fully clothed.

If a parent/legal guardian enters a locker room or changing area, it must only be a parent/legal guardian of the same competition category.



MANUAL THERAPY, THERAPEUTIC, AND RECOVERY
MODALITIES

I. General Requirement

Any In-Program Massage performed on an athlete must be conducted in an observable and interruptible location and must be performed by a licensed massage therapist or other certified professional. However, even if a coach is a licensed massage therapist, the coach must not perform a rubdown or massage of an athlete under any circumstance.

II. Additional Minor Athlete Requirements

- a. Written consent by a parent/legal guardian must be obtained in advance at least annually by the licensed massage therapist or other certified professional which can be withdrawn at any time.
- b. Parent/legal guardians must be allowed to observe the Massage, except for competition or training venues that limit credentialing.
- c. Any Massage of a Minor Athlete 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.
- d. Any Massage of a Minor Athlete must be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin or genitals are always covered. Nothing in this section shall be construed to apply to areas of the body exposed while wearing swimwear which conforms to the current concept of the appropriate for the individual's competition category.
- e. The provider must narrate the steps in the modality before taking them, seeking consent of the Minor Athlete throughout the process.

Prior to parents/guardians providing consent, said parent/guardian complete the U.S. Center for SafeSport's education and training on child abuse.

Any Massage of a Minor Athlete must only occur after a proper diagnosis from a treating physician and be done in the course of care according to the physician's treatment plan



APPENDIX A

[REQUIRED BY U.S. CENTER FOR SAFESPORT FOR INCLUSION AS APPENDIX TO THE USA SWIMMING MINOR ATHLETE ABUSE PREVENTION POLICY]

ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING AND PREVENTION POLICIES

All NGBs, LAOs, and the USOPC (the "Organization") must implement proactive policies designed to prevent abuse. These organizational requirements are described below.

A. Organizational Requirements for Education & Training

1. USA Swimming must track whether Adult Participants under its jurisdiction complete the required training listed in Part I.
2. USA Swimming must, every 12 months, offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.
 - a. For training to Minor Athletes, USA Swimming must track a description of the training and how the training was offered and provided to Minor Athletes.
 - b. USA Swimming is not required to track individual course completions of Minor Athletes.
3. USA Swimming must, every 12 months, offer training to parents on the prevention and reporting of child abuse.
 - a. For training to parents, USA Swimming must track a description of the training and how the training was offered and provided to parents.
 - b. USA Swimming is not required to track individual course completions of parents.

B. Required Prevention Policies and Implementation

1. USA Swimming must develop minor athlete abuse prevention policies to limit one-on-one interactions between Minor Athletes and Adult Participants. These policies must contain the mandatory components of the Center's model policies in Part III. These model policies cover:
 - a. Meetings
 - b. Individual Training Sessions
 - c. Manual Therapy, Therapeutic, and Recovery Modalities
 - d. Locker rooms and changing areas
 - e. Electronic communications
 - f. Transportation
 - g. Lodging and Residential Environments
2. The policies must be approved by the Center as described in subsection (C) below. The policies may include the recommended components in Part III and the recommended policies in Part IV. Given the uniqueness of each sport, however, some recommended components or policies may not be feasible or appropriate. An Organization may choose to implement stricter standards than the model policies.
3. USA Swimming must also require that its LAOs implement these policies within each LAO.
4. USA Swimming, Zones, LSCs and member clubs must implement these policies for all In-Program Contact.
 - a. At sanctioned events and facilities partially or fully under its jurisdiction, the organization
 - b. must take steps to ensure the policies are implemented and followed.
 - c. For In-Program Contact that occurs outside an Organization'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;
 - iii. Investigating and enforcing violations of the policies.



USA Swimming must have a reporting mechanism to accept reports that an Adult Participant is violating the Organization's minor athlete abuse prevention policies. USA Swimming 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. USA Swimming may adopt the mandatory minimum requirements of the MAAPP as-is or adapt it to fit their needs. Regardless, each Organization must submit their policies to the Center at compliance@safesport.org for review and approval by April 1, 2024. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Part III become the default policy until the Center approves the policy.
2. USA Swimming must require their LAOs to incorporate the mandatory components of Part III. USA Swimming may require that their LAOs implement the USA Swimming's policies, which may be more stringent than the policies in Part III.
3. The mandatory components of Part III will serve as the default policy for any organization that fails to develop its own policy as required by this section. Any changes made to USA Swimming's MAAPP after the policy is approved must be submitted to the Center for approval. The previously approved MAAPP will remain in effect until written approval is provided to USA Swimming from the Center.