

## **APPENDIX D**

### **MODEL LOCKER ROOM MONITORING POLICY**

*The following is a model procedure provided to assist USA Swimming member clubs who wish to develop a locker room monitoring procedure. Locker room monitoring policies are not required by the Safe Sport Program, but clubs who wish to implement one may use the following as a resource.*

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#### **PURPOSE**

The following guidelines are designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms and changing areas.

#### **FACILITIES**

The following is a description of our practice and competition facilities to allow athletes and their families to plan their use:

We practice at: [Provide practice facility location here].

This location has: [Use this space to describe the locker rooms at your practice facility].

*Sample locker room descriptions:*

- (a) No locker room or changing facilities. Swimmers will be expected to come dressed for practice and to change and shower at home.*
- (b) A changing area that is shared with the general public. As such, there are likely to be people who are not associated with [name of club] in the changing area around the time of practice.*
- (c) A changing area and locker room dedicated to our swimmers.*

#### **MONITORING**

##### **General Policy Considerations**

Coaches and staff make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, we will check on the athlete's whereabouts.

We discourage parents from entering locker rooms and changing areas unless it is truly necessary. In those instances, it should only be a same-sex parent. If this is necessary, parents should let the coach or administrator know about this in advance.

If an athlete needs assistance with his or her uniform or gear (for example, a child under the age of eight), or an athlete's disability warrants assistance, then we ask that parents let the coach or an administrator know beforehand that he or she will be helping the athlete.

### **Possible Policy - Option 1**

[Name of club] has predictable and limited use of locker rooms and changing areas (e.g., immediately before and following practices and meets). This allows for direct and regular monitoring of locker room areas. While constant monitoring inside of locker rooms and changing areas might be the most effective way to prevent problems, we understand that this would likely make swimmers uncomfortable and may even place our staff at risk for unwarranted suspicion.

Therefore, we conduct a sweep of the locker rooms and changing areas before athletes arrive, post [staff, coach, parent, other adult] directly outside of the locker rooms and changing areas during periods of use and leave the doors open only when adequate privacy is still possible. [Staff, coach, parent, other adult] conducts regular sweeps inside locker rooms as well, with women checking on female locker rooms, and men checking on male locker rooms.

### **Possible Policy - Option 2**

[Name of club] has staggered practices, with different groups arriving and departing throughout the day. It is therefore not practical to constantly monitor locker rooms and changing areas over this extended course of time. While we do not post [staff, coach, parent, other adult] inside or at the doors of the locker rooms and changing areas, we do make occasional sweeps of these areas. [Staff, coach, parent, other adult] conduct these sweeps, with women checking on female locker rooms, and men checking on male locker rooms.

## **USE OF CELL PHONES AND OTHER MOBILE RECORDING DEVICES**

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras increase the risk for different forms of misconduct in locker rooms and changing areas. The USA Swimming Athlete Protection Policies prohibit the use of such devices in the locker room or other changing area:

**Article 305.3** *Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.*