

## APPENDIX F



# **Amateur Athletic Union**

## ***ATHLETE PROTECTION AND ABUSE PREVENTION POLICY***

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# AAU ATHLETE PROTECTION AND ABUSE PREVENTION POLICY

## INTRODUCTION

The Amateur Athletic Union (AAU) is committed to improving the development, safety and welfare of athletes and participants involved in sport. There are a lot of reasons to play sport – at any level. As a life-long activity, people often play sport to have fun and spend time with friends. Sport also encourages a healthy lifestyle, builds self-confidence and teaches many other skills.

The safety and welfare of all athletes and participants is paramount to the AAU. In 2012, the AAU published the AAU Youth Protection Policy for the development, implementation and internal review of effective athlete welfare and misconduct prevention strategies for AAU leadership and its members. The policy has been modified as needed.

This policy, now known as the AAU Athlete Protection and Abuse Prevention Policy, identifies types of prohibited conduct including child abuse, sexual abuse, emotional misconduct, physical misconduct, bullying, harassment, hazing and additional misconduct. All forms of misconduct are intolerable and in direct conflict with the AAU Athlete Protection and Abuse Prevention Policy.

All members are responsible for knowing the information contained in the policy. The policy can change and be updated at any time and is effective immediately.

### **Protecting Youth Victims from Sexual Abuse and Safe Sport Act of 2017**

The Protecting Youth Victims from Sexual Abuse and Safe Sport Act of 2017 was signed into law in February 2018. This Act includes the following requirements for all amateur sports organizations that are engaged in interstate or international commerce or activities.

**Mandatory Reporting:** All adult members interacting with youth athletes are mandatory reporters. Any suspected child and sexual abuse must be reported within **24 hours** to the appropriate law enforcement agency. *Refer to Chapter 4 for additional reporting information.*

**Prevention Policies:** Establish reasonable procedures to limit one-on-one interactions between a minor athlete and adult. *Refer to Chapter 3 for additional prevention policies.*

**Prevention Training:** Offer and provide consistent training to all adult members who are in regular contact with youth athletes. *Refer to Chapter 3 for additional prevention training information.*

**Retaliation:** Prohibit retaliation by the applicable organization against any individual who makes a report. *Refer to Chapter 2 for additional information.*



# **Chapter 1:**

## ***Screening Adult Non-Athlete Members (Coaches, Event Directors, Volunteers and Staff)***

*CREATING A SAFE AND POSITIVE ENVIRONMENT*

# **CHAPTER 1**

## **SCREENING ADULT NON-ATHLETE MEMBERS (COACHES, EVENT ORGANIZERS, VOLUNTEERS, STAFF)**

### **MEMBERSHIP LIMITATIONS**

The AAU has the following National Policy (Membership Limitations H.)

1. All persons who apply to the AAU for an adult or non-athlete membership must give consent to the AAU to conduct a criminal background check.
2. **Sexual Misconduct.** It is the policy of the AAU to deny membership in the AAU to any individual for whom there is reasonable cause to believe that they have engaged in sexual misconduct. For the purposes of this policy, reasonable cause shall exist when:
  - a. Criminal or civil charges have been filed against an individual alleging sexual misconduct.
  - b. The individual has been convicted of a crime involving sexual misconduct.
  - c. Written allegations of sexual misconduct against the individual of reasonable probative value have been submitted to the AAU; or
  - d. The individual has been accused of sexual misconduct and the accusations have reasonable probative value.
3. **Criminal Misconduct.**
  - a. It is the policy of the AAU to deny membership in the AAU to any individual who has been convicted of a felony, or who has pending felony charges, or who has a substantial criminal history but no felony conviction. For the purposes of this policy, a person has a substantial criminal history when the membership background check yields a negative report using criteria approved by the Compliance Department, and the Chair of the National Board of Review.
  - b. Any person denied membership in the AAU pursuant to this policy may seek a review or reconsideration pursuant to the applicable procedures under the AAU Code.
4. **Application for Policy Exception.**
  - a. Any person who has been convicted of a felony, or any offense of sexual misconduct or who has been denied membership due to a negative report on the

membership background check may not apply for membership except directly through the National Office Compliance Department. The President of the AAU shall appoint one or more members of the AAU (Reviewer) to determine whether the application should be accepted. The criteria used by the Reviewer are whether the best interests of the AAU are served by accepting the application.

- b. Decisions of the Reviewer may be appealed to the National Board of Review; however, appeals do not stay the action of the Reviewer unless an Order for Stay is issued by the Board of Review Chair.

## **MEMBERSHIP APPLICANT BACKGROUND SCREENING**

AAU adult members interacting with youth (coaches, event organizers, volunteers, and staff) must consent to, and pass, a formal applicant screening process before becoming a member of the AAU. The comprehensive background screen has been enhanced for the 2024 membership year.

Annual background screening includes the following checks: national Criminal Registry, National Sex Offence Registry, social security number verification and seven county criminal check.

## **AFFIRMATIVE DUTY TO DISCLOSE**

If, during the course of employment or membership in the AAU, an AAU member (coach, event organizer, volunteer, and staff) is accused, arrested, indicted or convicted of a criminal offense against a child, it is the duty and responsibility of the AAU member to notify the AAU National Office.





# **Chapter 2:**

## ***Athlete Protection Prohibited Conduct***

*CREATING A SAFE AND POSITIVE ENVIRONMENT*

## CHAPTER 2

# ATHLETE PROTECTION PROHIBITED CONDUCT

### COMMITMENT TO SAFETY

#### OVERVIEW

In the event that any AAU member (coach, event organizer, volunteer, and staff) observes inappropriate behaviors, suspected physical or sexual abuse, or sexual misconduct, it is the personal responsibility of each person to immediately report (same day) his or her observations to local law enforcement and the AAU National Office.

The AAU is committed to creating a safe and positive environment for athletes' physical, emotional and social development and ensuring that it promotes an environment free of misconduct.

**AAU members (coaches, event organizers, volunteers, and staff) should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to appropriate law enforcement authorities.** Instead, it is the responsibility of each person to immediately report suspicions or allegations of child physical or sexual abuse to the local law enforcement authorities and the AAU National Office.

The AAU recognizes that the process for training and motivating athletes will vary with each coach and athlete, but it is nevertheless important for everyone involved in sport to support the use of motivational and training methods that avoid misconduct, whether that misconduct is between adult and athlete, or athlete to athlete.

#### APPLICATION

This policy applies to:

- AAU non-athlete members (coaches, event organizers, volunteers, and staff)
- AAU athletes and participants

Coaches, event organizers, volunteers, staff members, athletes and participants shall **refrain from child physical or sexual abuse; bullying, harassment and hazing; and emotional, physical and sexual misconduct.**

## **PROHIBITED CONDUCT**

### **1. Membership Limitations and Criminal Conduct**

Please refer to the Membership Limitation section on page 7 of the Athlete Protection and Abuse Prevention Policy or the National Policies Section H of the AAU Code Book.

### **2. Child Abuse**

Child abuse is as defined in Section 203 of the Victims of Child Abuse Act of 1990 (34 U.S.C. § 20341) or any applicable state law.

### **3. Sexual Abuse**

Child sexual abuse includes sexual contact with a child that is accomplished by grooming, deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception, or the child understands the sexual nature of the activity. “Grooming” describes the process whereby a person engages in a series or pattern of behaviors with a goal of engaging in sexual misconduct. Grooming is initiated when a person seeks out a vulnerable minor. Once selected, offenders will then earn the minor’s trust, and potentially the trust of the minor’s family. After the offender has engaged the minor in sexually inappropriate behavior, the offender seeks to maintain control over him/her. Grooming occurs through direct, in-person and/or online contact. Child sexual abuse involves any sexual activity with a child where consent is not or cannot be given.

Sexually abusive acts may include non-contact sexual acts such as verbal acts, sexually suggestive electronic or written communications, exposure or voyeurism.

#### **Peer-to-Peer Child Sexual Abuse**

Sexual contact between minors also can be abusive. Approximately 1/3 of all child sexual abuse occurs at the hands of other children and the obligation to report extends to peer-to-peer child sexual abuse. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power and/or intellectual capabilities.

### **4. Misconduct (Emotional and Physical)**

Misconduct refers to conduct and behaviors that are considered harmful to the psychological and physical health of athletes and other participants, regardless of age. Forms of misconduct described below – emotional misconduct, physical misconduct, sexual misconduct, bullying, harassment and hazing– are considered misconduct regardless of intent.

## **A. Emotional Misconduct**

- (1) A pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to an athlete. Non-contact behaviors include:
  - a. Verbal acts
  - b. Physical intimidation
  - c. Acts that deny attention or support
  - d. Stalking
- (2) Any act or conduct described as emotional abuse or misconduct under federal or state law (e.g. child abuse, child neglect).

### ***Exception***

Emotional misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, discipline or improving athletic performance.

### ***Examples***

Examples of emotional misconduct prohibited by this Guideline include, without limitation:

- (1) **Verbal Acts.** A pattern of verbal behaviors that (a) attack an athlete personally (e.g., calling them worthless, fat or disgusting) or (b) repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive training or motivational purpose.
- (2) **Physical Intimidation.** A pattern of physically aggressive behaviors, such as (a) throwing sport equipment, water bottles or chairs at, or in the presence of, participants; or (b) punching walls, windows or other objects.
- (3) **Acts that Deny Attention and Support.** A pattern of (a) ignoring an athlete for extended periods of time or (b) routinely or arbitrarily excluding participants from practice.
- (4) **Stalking.** An intentional conduct directed at a specific person that caused the person to fear for their safety or the safety of others, or to experience substantial emotional distress. This includes cyber stalking by using electronic means including but not limited to internet, social media, texts and other similar forms of contact.

## **B. Physical Misconduct**

- (1) Contact or non-contact behaviors that result in, have the potential to, or threaten to cause physical harm to an athlete or other sport participants; or
- (2) Any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).

### **Examples**

Examples of physical misconduct prohibited by this Guideline include, without limitation:

- (1) **Contact offenses.** Behaviors that include: (a) punching, beating, biting, striking, choking or slapping an athlete; (b) intentionally hitting an athlete with objects or sporting equipment; (c) providing alcohol to an athlete under the legal drinking age (under U.S. law); (d) providing illegal drugs or non-prescribed medications to any athlete; (e) encouraging or permitting an athlete to return to play pre-maturely following a serious injury, such as a concussion, and without the clearance of a medical professional; (f) prescribed dieting or other weight-control methods (e.g., weigh-ins, caliper tests) without regard for the nutritional well-being and health of athlete.
- (2) **Non-contact offenses.** Behaviors that include: (a) isolating an athlete in a confined space (e.g., locking an athlete in a small space); (b) forcing an athlete to assume a painful stance or position for no athletic purpose (e.g. requiring an athlete to kneel on a harmful surface); (c) withholding, recommending against or denying adequate hydration, nutrition, medical attention or sleep.

### **Exceptions**

Physical misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance. For example, hitting, punching, and kicking are well-regulated forms of contact in combat sports, but have no place in swimming.

## **C. Sexual Misconduct**

- (1) Any touching or non-touching sexual interaction that is (a) nonconsensual or forced, (b) coerced or manipulated, or (c) perpetrated in an aggressive, harassing, exploitative or threatening manner.
- (2) Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative.
- (3) Grooming: Grooming is the process whereby a person engages in a series or pattern of behaviors with a goal of engaging in sexual misconduct. Grooming can occur through direct, in-person, and/or online contact.
- (4) Any act or conduct described as sexual abuse or misconduct under federal or state law (e.g. sexual abuse, sexual exploitation, rape)

**Note: An imbalance of power is always assumed between a coach and an athlete.**

Sexual misconduct includes sexual assault, sexual harassment, sexual abuse, sexual bullying, sexual hazing and any other sexual intimacies that exploit an athlete. **Minors cannot consent to sexual activity with an adult, and all sexual interaction between an adult and a minor is strictly prohibited.**

### **Examples**

Examples of sexual misconduct prohibited under this Guideline include, without limitation:

(1) **Touching offenses.** Behaviors that include:

- (a) fondling an athlete's breasts or buttocks
- (b) exchange of reward in sport (e.g., team placement, scores, feedback) for sexual favors
- (c) genital contact
- (d) sexual relations or intimacies between participants in a position of trust, authority and/or evaluative and supervisory control over athletes or other sport participants

*i. **Authority and Trust.*** Once the unique coach-athlete relationship is established, the authority and trust on the part of the coach over the athlete shall be assumed, regardless of age. Accordingly, sexual interaction or intimacies between a coach and an athlete or other participant are prohibited, regardless of age, both during coaching and during that period following coaching when the imbalance in power could jeopardize effective decision-making.

*ii. **Imbalance of Power.*** Factors relevant to determining whether there is an imbalance of power include, but are not limited to: (a) the nature and extent of the coach's supervisory, evaluative or other authority over the athlete being coached; (b) the actual relationship between the parties; (c) the parties' respective roles; (d) the nature and duration of the sexual relations or intimacies; (e) the age of the coach; (f) the age of the athlete or participant; (g) and whether the coach has engaged in a pattern of sexual interaction with other athletes or participants.

(2) **Non-touching offenses.** Behaviors that include:

- (a) sexually-oriented comments, jokes, or sexual innuendos made to or about an athlete, or other sexually harassing behaviors
- (b) a coach discussing his or her sex life with an athlete
- (c) a coach asking an athlete about his or her sex life
- (d) coach requesting or sending a nude or partial-dress photo to athlete
- (e) exposing athletes to pornographic material
- (f) sending athletes sexually explicit or suggestive electronic or written messages or photos (e.g. "sexting")
- (g) deliberately exposing an athlete to sexual acts
- (h) deliberately exposing an athlete to nudity (except in situations where locker rooms and changing areas are shared)
- (i) sexual harassment; specifically, the sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature, and
  - i. is unwelcome, offensive or creates a hostile environment, and the offending individual knows or is told this

- ii. is sufficiently severe or intense to be harassing to a reasonable person in the context

**(3) Other inappropriate conduct (touching and/or non-touching):**

- (a) intimate relationships,
- (b) intentional exposure of private areas and
- (c) inappropriate physical conduct.

**D. Bullying**

- (1) An intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors (verbal, social, cyberbullying) that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership
- (2) Any act or conduct described as bullying under federal or state law

***Exceptions***

Bullying does not include group or team behaviors that (a) are meant to establish normal team behaviors, or (b) promote a team environment. Bullying also does not include verbal admonitions to encourage team members to train harder and to push through a difficult training regimen.

***Examples***

Examples of bullying prohibited by this Guideline include, without limitation:

- (1) **Physical behaviors.** Behaviors that include (a) hitting, pushing, punching, beating, biting, striking, kicking, choking, or slapping an athlete; (b) throwing at, or hitting an athlete with, objects such as sporting equipment.
- (2) **Non-Physical behaviors (Verbal, Social, Cyberbullying).** Behaviors that include (a) teasing, ridiculing, intimidating; (b) spreading rumors or making false statements; or (c) using electronic communications, social media, or other technology to harass, frighten, intimidate or humiliate ("cyber bullying").

**E. Harassment**

- (1) A repeated pattern of physical and/or non-physical behaviors that (a) are intended to cause fear, humiliation or annoyance, (b) offend or degrade, (c) create a hostile environment or (d) reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression or mental or physical disability.
- (2) Any act or conduct described as harassment under federal or state law.

### ***Examples***

Examples of harassment prohibited by this Guideline include, without limitation:

- (1) **Physical offenses.** Behaviors that include (a) hitting, pushing, punching, beating, biting, striking, kicking, choking or slapping an athlete or participant; (b) throwing at or hitting an athlete with objects including sporting equipment
- (2) **Non-physical offenses.** Behaviors that include (a) making negative or disparaging comments about an athlete's sexual orientation, gender expression, disability, religion, skin color, or ethnic traits; (b) displaying offensive materials, gestures, or symbols; (c) withholding or reducing playing time to an athlete based on his or her sexual orientation.

### **F. Hazing**

- (1) Conduct, including physical, mental, emotional or psychological, that involves coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members.
- (2) Any act or conduct described as hazing under federal or state law.
- (3) Consent to the activity is not a defense to hazing, regardless of the perceived willingness to participant.

### ***Exception***

Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion. Examples include, without limitation:

- (1) allowing junior athletes to carry senior athletes' equipment into the locker room after practice
- (2) encouraging junior athletes to arrive early and set up training equipment
- (3) giving senior athletes first preference in team assignments, responsibilities, accommodations, facilities or equipment

### ***Examples***

Examples of hazing prohibited by this Guideline include, without limitation:

- (1) requiring, forcing or otherwise requiring the consumption of alcohol or illegal drugs
- (2) tying, taping or otherwise physically restraining an athlete
- (3) sexual simulations or sexual acts of any nature
- (4) sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food
- (5) social actions (e.g. grossly inappropriate or provocative clothing) or public displays (e.g. public nudity) that are illegal or meant to draw ridicule
- (6) beating, paddling or other forms of physical assault
- (7) excessive training requirements focused on individuals on a team



## **5. ADDITIONAL FORMS OF MISCONDUCT.**

### **A. Willfully Tolerating Misconduct**

- (1) Violation to willingly tolerate any form or prohibited misconduct.
- (2) Failure to report forms of misconduct may result in a violation of state law.

### **B. Retaliation**

- (1) Retaliation against any individual is prohibited when a good faith report of abuse is made.
- (2) This includes before, during or after a report is made.
- (3) Retaliation includes any adverse action, or threat of action, against any person relating to allegations, including but not limited to threatening, intimidating, harassing, coercing or dissuading anyone from reporting a violation.

### **C. Intentional False Allegations**

- (1) Anyone intentionally filing a false allegation of prohibited conduct may be subject to disciplinary action. False allegations are when the prohibited conduct did not occur and the reporter knows the events did not occur. This is different from unsubstantiated allegations.
- (2) Intentionally making a false allegation may violate state criminal laws.

## **6. Violations of Chapter 3: Abuse Prevention Policies for Managing Training and Competition**

This includes prevention policies for one-to-one interactions for meetings and training sessions, physical contact with athletes, electronic communication, social media, locker rooms and travel.

### **REPORTING**

Although these guidelines are designed to reduce child sexual abuse and other misconduct, it can still occur. AAU members (coaches, event organizers, volunteers, and staff), and participants of the AAU shall follow the reporting procedures set forth in the AAU's Athlete Protection Policy. **The AAU does not investigate suspicions or allegations of child physical or sexual abuse, or attempt to evaluate the credibility or validity of such allegations, as a condition of reporting suspicions or allegations to the appropriate law enforcement authorities and the AAU National Office.**



# **Chapter 3:**

## ***Abuse Prevention Policies for Managing Training and Competition***

*CREATING A SAFE AND POSITIVE ENVIRONMENT*

## CHAPTER 3

# ABUSE PREVENTION POLICIES FOR MANAGING TRAINING AND COMPETITION

### EDUCATION AND TRAINING

All registered non-athletes will take the free AAU offered Positive Coaching Alliance (PCA) educational course as part of gaining membership into the AAU.

This Double-Goal Coach training program will give all team administrators, club directors, and coaches the tools they need to help youth athletes improve. PCA's online course is filled with powerful coaching tools that are based on the latest research in sports psychology and reflect the "best practices" of elite coaches and athletes, including such PCA National Advisory Board Members as Los Angeles Lakers Head Coach Phil Jackson, Boston Celtics Head Coach Doc Rivers, Naismith Hall of Fame basketball coaches Dean Smith and Larry Brown, former Kansas City Chiefs Head Coach Herm Edwards, Olympic Gold Medal Gymnast Bart Conner, Olympic Gold Medalist and former WNBA star Ruthie Bolton and Olympic Gold Medalist swimmer Summer Sanders, just to name a few.

The PCA courses also include child abuse prevention training. PCA has teamed up with Kidpower, a nonprofit leader in abuse, bullying and violence prevention, to offer important resources for coaches, parents and youth sports leaders to help keep kids safe.

**PCA Coach Training (Free to AAU Members):** Please visit [www.aausports.org](http://www.aausports.org) and click on PCA Coaches Test, or [click here](#).

**Abuse Prevention Resources for Coaches, Volunteers, Parents and Athletes:** Visit [www.PCDevZone.org](http://www.PCDevZone.org) and [KidPower - PCA \(positivecoach.org\)](http://KidPower-PCA(positivecoach.org)).



## **SUPERVISION OF ATHLETES**

During training and competition, the AAU strives to create two-deep leadership and limit one-to-one interactions to create a safe training environment and to protect athletes and participants. **One-to-one interactions must be observable and interruptible**, except in emergency situations.

### **ONE-TO-ONE INTERACTIONS**

#### ***Appropriate one-on-one interactions with athletes***

##### **Individual Meetings**

An individual meeting may be necessary to address an athlete's concerns, training program, or competition schedule. Under these circumstances, coaches, event organizers, volunteers, and staff members are to observe the following guidelines:

- Any individual meeting should occur when others are present and where interactions can be easily observed
- Where possible, an individual meeting should take place in a publicly visible and open area, such as the corner of a gym or pool deck
- If an individual meeting is to take place in an office, the door should remain unlocked and open
- If a closed-door meeting is necessary, the coach, staff member and/or volunteer must have another person in attendance and ensure the door remains unlocked

##### **Individual Training Sessions**

An individual training session(s) with an athlete or participant may also be desired or necessary. Under these circumstances, written permission of a minor athlete's parents or guardians is recommended in advance of the individual training session(s), and the AAU encourages parents and guardians to attend the training session.

#### ***Prohibited one-to-one interactions with athletes***

Except as set forth above, minor athletes and participants should not be left unattended or unsupervised during AAU activities. Coaches, event organizers, volunteers, and staff members are prohibited from being alone with an individual athlete or participant in any room or building. Social activities and fundraising events shall not be conducted on a one-on-one basis. These activities should include the entire team.

## **PHYSICAL CONTACT WITH ATHLETES**

Appropriate physical contact between athletes and coaches, event organizers, volunteers, or staff members is a productive and inevitable part of sport. Athletes are more likely to acquire advanced physical skills and enjoy their sport participation through appropriate physical contact. However, guidelines for physical contact must be set to reduce the potential for misconduct in sport.

### **APPROPRIATE PHYSICAL CONTACT**

The AAU adheres to the following guidelines in regards to physical contact with our athletes:

#### **Common Criteria for Appropriate Physical Contact**

Physical contact with athletes – for safety, consolation and celebration – has multiple criteria in common which make them both safe and appropriate. These include:

- the physical contact must take place in public
- there is no potential for physical or sexual intimacies during the physical contact
- the physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult

#### **Safety**

The safety of our athletes is paramount and in many instances we make the athletic space safer through appropriate physical contact. Examples include:

- spotting an athlete so that they will not be injured by a fall or piece of equipment
- positioning an athlete's body so that they more quickly acquire an athletic skill, get a better sense of where their body is in space, or improve their balance and coordination
- making athletes aware that they might be in harm's way because of other athletes practicing around them or because of equipment in use

#### **Celebration**

Sports are physical by definition and we recognize participants often express their joy of participation, competition, achievement and victory through physical acts. We encourage these public expressions of celebration, which include:

- greeting gestures such as high-fives, fist bumps, and brief hugs
- congratulatory gestures such as celebratory hugs, "jump arounds" and pats on the back for any form of athletic or personal accomplishment

### **Consolation**

It may be appropriate to console an emotionally distressed athlete (e.g., an athlete who has been injured or has just lost a competition). Appropriate consolation includes:

- publicly embracing a crying athlete
- putting an arm around an athlete while verbally engaging them in an effort to calm them down (“side hugs”)
- lifting a fallen athlete off the playing surface to encourage them to continue competition

### **PROHIBITED PHYSICAL CONTACT**

Prohibited forms of physical contact:

- asking or having an athlete sit in the lap of a coach, administrator, staff member or volunteer
- lingering or repeated embraces of athletes that go beyond the criteria set forth for physical contact
- slapping, hitting, punching, kicking or any other physical contact meant to discipline, punish or achieve compliance from an athlete
- “cuddling” or maintaining prolonged physical contact during any aspect of training, travel or overnight stay
- playful, yet inappropriate contact that is not a part of regular training, (e.g., tickling or “horseplay” wrestling)
- continued physical contact that makes an athlete obviously uncomfortable, whether expressed or not
- any contact that is contrary to a previously expressed personal desire for decreased or no physical contact, where such decreased contact is feasible in a competitive training environment.

### **ELECTRONIC COMMUNICATIONS AND SOCIAL MEDIA GUIDELINES**

As part of the AAU’s emphasis on athlete safety, all electronic communications between a coach and athlete must be professional in nature, open, transparent and for the purpose of communicating information about team activities.

**As with any communication, the content of any electronic communication should be readily available to share with the athlete’s family. For any minor athlete, any email, electronic text, social media or similar communication must copy or include the athlete’s parents or guardians. This includes individual and team communications. If a minor athlete communicates with the adult first, if the adult responds, they must copy the athlete’s parents or guardians.**

### **FACEBOOK, INSTAGRAM, TIKTOK, BLOGS AND SIMILAR SITES**

Coaches may not have athletes join a personal social media page. Athlete members and parents can friend the official club/team page and coaches can communicate to athlete members through the site. All posts, messages, text, or media of any kind between coach and athlete must be professional in nature and for the purpose of communicating information about team activities or for team-oriented motivational purposes.

### **TWITTER, INSTANT MESSAGING AND SIMILAR MEDIA**

Coaches and athletes may “follow” each other. Coaches cannot “re-tweet” athlete message posts. All posts between coach and athlete must be for the purpose of communicating information about team activities.

### **EMAIL AND SIMILAR ELECTRONIC COMMUNICATIONS**

Athletes and coaches may use email to communicate. All email content between coach and athlete must be professional in nature and for the purpose of communicating information about team activities. Where the coach is a staff member and/or volunteer, email from a coach to any athlete should come from the club website email center (the coach’s return email address will contain “@CLUB.com”).

### **TEXTING AND SIMILAR ELECTRONIC COMMUNICATIONS**

Texting is allowed between coaches and athletes. All texts between coach and athlete must be professional and for the purpose of communicating information about team activities.

### **ELECTRONIC IMAGERY**

From time to time, digital photos, videos of practice or competition, and other publicly obtainable images of the athlete – individually or in groups – may be taken. These photos and/or videos may be submitted to local, state or national publications, used in club videos, posted on club or club associated websites, or offered to the club families seasonally on disc or other electronic form. It is the default guideline of the AAU to allow such practices as long as the athlete or athletes are in public view, observable, and such imagery is both appropriate and in the best interest of the athlete and the club. No photos or imagery should be shared without consent of the minor’s parent/guardian.

### **REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS OR IMAGERY**

The parents or guardians of an athlete may request in writing that their child not be contacted by any form of electronic communication by coaches (photography or videography).

### **MISCONDUCT**

Social media and electronic communications can also be used to commit misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by coaches, volunteers, administrators, officials, staff, parents or athletes are not acceptable and are considered violations of our Athlete Protection and Abuse Prevention Policy.

## **LOCKER ROOMS AND CHANGING AREAS**

The AAU is concerned with locker room activities between minors, minors and adults, adults being alone with individual minors in locker rooms and changing areas, with non-official or non-related adults having unsupervised access to minor participants, and with inappropriate behavior among adults in locker rooms. Any one-on-one contacts with minor athletes in locker rooms and changing areas must be observable and interruptible.

As part of the AAU's commitment to safety, the AAU recommends its clubs to publish practices for locker rooms and changing areas. Clubs should include the following information in their Locker Rooms and Changing Areas Guidelines:

- **Supervision.** CLUB must have and describe its practices for supervising and monitoring locker rooms and changing areas
- **Prohibited Conduct.** CLUB's guidelines must prohibit hazing, bullying, harassment and other forms of misconduct, as set forth in the AAU's Athlete Protection and Abuse Prevention Policy.
- **User of Recording Devices.** CLUB's guidelines must prohibit the use of a device's recording capabilities, including voice recording, still cameras and video cameras.
- **Meetings.** For individual meetings with a minor participant and a coach in a locker room, the AAU recommends that at least one additional responsible adult be with the coach.
- **Adults.** Adults must not change clothes or behave in a manner that intentionally or recklessly exposes their private areas to minors. Adults must not shower with minors.

*See Sample Guidelines in Appendix.*

## **TRAVEL**

As part of the AAU's commitment to athlete safety, the AAU recommends its clubs to have published practices for team travel. Team Travel is defined as overnight travel to a team activity that is planned and supervised by the CLUB. CLUB travel policies should be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club.

Clubs should include the following in their Travel Guidelines:

- Travel and lodging must be observable and interruptible.
- Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club.
- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete(s) (unless the coach is the parent, guardian, sibling or spouse of that particular athlete).



- When only one athlete and one coach travel to a competition, the athlete must have his or her parents' (or legal guardian's) written permission in advance to travel alone with the coach.

*See Sample Guidelines in Appendix.*

## **HEALTH CARE WORKERS AND ATHLETIC TRAINING**

Athletic training treatments, including massages or rubdowns) must be:

- a. Observable and interruptible; and
- b. Have another adult present; and
- c. Have documented consent of the athlete's parent/guardian.
- d. Be performed with the athlete fully or partially clothed with the breasts, buttocks, groin or genitals always covered.

## **OUT-OF-PROGRAM CONTACT AND GIFTS**

Adults should not have out-of-program contact with minors without parent/guardian consent. This includes one-on-one or in a group environment.

Adults should not give personal gifts to minors. Acceptable gifts should be distributed to all athletes and serve as a motivational or educational purpose.



# **Chapter 4:**

## ***Reporting and Responding to Abuse and Misconduct Violations***

*CREATING A SAFE AND POSITIVE ENVIRONMENT*

## **CHAPTER 4**

# **REPORTING AND RESPONDING TO ABUSE AND MISCONDUCT VIOLATIONS**

### **REPORTING GUIDELINES**

Any report of misconduct or suspicions of child physical or sexual abuse will be taken seriously and handled appropriately. Every AAU member (coach, event organizer, volunteer, and staff) must report suspicions or allegations of child physical or sexual abuse to both (a) **the appropriate law enforcement authorities** and to (b) the AAU National Office.

**Mandatory Reporting:** All adult members interacting with youth athletes are mandatory reporters. Any suspected child and sexual abuse must be reported within **24 hours** to the appropriate law enforcement agency.

**The AAU does not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to the appropriate law enforcement authorities.**

### **REPORTING PROCEDURE**

#### **To Whom to Report:**

Reports must be made to the appropriate local law enforcement and the AAU National Office Compliance Department.

#### **How to Report:**

(a) **Contact local law enforcement to report child or sexual abuse.** Laws vary from state to state. Click below for state-by-state reporting information.

- [State by State Reporting Numbers for child abuse and neglect](#)

Additional Resources (no affiliation with AAU):

- [Child Welfare Information Gateway](#)
- [National Center for Missing & Exploited Children \(NCMEC\)](#)

**(b) AAU National Office Compliance Department.**

The AAU will take a report in a verbal or written form. Regardless of how you choose to report, it is helpful to the AAU for individuals to provide, at a minimum, (1) the name and contact information of the person making the report; (2) the type of misconduct alleged and the name(s) of the individual(s) alleged to have committed the misconduct; (3) date of the incident; (4) name of the alleged victim.

**Online Reporting Form**

**Mail Reporting Form to:**

Email: [compliance@aausports.org](mailto:compliance@aausports.org)

Mail: AAU National Headquarters, Attn: Compliance, PO Box 22409, Lake Buena Vista, FL 32830

**By Phone:** 833-SAFE-AAU (833-723-3228) weekdays during business hours (Eastern Time)

**CONFIDENTIALITY**

To the extent permitted by law, and as appropriate, the AAU will keep confidential the complainant's name on request, not make public the names of potential victims, the accused perpetrator or the people who made a report of child physical and sexual abuse to the authorities.

**HOW REPORTS ARE HANDLED**

**Suspensions or Allegations of Child Physical or Sexual Abuse**

***Reporting to Law Enforcement and/or Child Protective Services***

An independent investigation can harm youth and/or interfere with the legal investigative process. The AAU, its staff members and/or volunteers **do not attempt to evaluate the credibility or validity of child physical or sexual abuse as a condition for reporting to appropriate law enforcement authorities.** As necessary, however, the AAU may ask a few clarifying questions of the minor or person making the report to adequately report the suspicion or allegation to law enforcement authorities.

***Immediate Notification***

When an allegation of child physical or sexual abuse is made against an AAU member (coach, event organizer, volunteer, athlete or staff member), the AAU may immediately notify the member that he

or she is ineligible to participate in any AAU activities. As necessary, the AAU may suspend (temporarily or indefinitely) or change the assignment of a staff member and/or volunteer.

All AAU members (coaches, event organizers, volunteers, and staff) are mandatory reporters. Failure to report to local law enforcement and the AAU National Office will subject the individual(s) to disciplinary procedures under the AAU Code.

## **VIOLATIONS**

Upon receiving notification of a violation of the misconduct provisions of the AAU Athlete Protection and Abuse Prevention Policy, the Department of Compliance may refer the matter to the attention of the Chair of the National Board of Review. The Chair may:

- a) When there is uncontroverted evidence of a violation, or pending charges, void or block the offender's membership.
- b) Initiate a National Board of Review inquiry or complaint.

## **JUDICIARY AND ADMINISTRATIVE REMEDIES**

Please refer to the following links for excerpts from the AAU Code Book for the judiciary and administrative remedies, judicial procedures, mediation arbitration and other legal matters.

[Article III: Judiciary of the AAU and its Administrative Remedies](#)

[National Policy XV: Judicial Procedures and Rules](#)

[National Policy I.C: Mediation](#)

[National Policy I.D: Binding Arbitration](#)

[National Policy I.E: Other Legal Matters](#)

[National Policy I.G: Administrative Remedies](#)

The AAU Code Book is available at [aausports.org](http://aausports.org). Select About Us and Governance and Policies.



## ***APPENDIX***

*Definitions, FAQ's, Sample Guidelines,  
PCA Information and AAU Report Form*

# ***DEFINITIONS***

## **Child, children, minor and youth**

Anyone under the age of 21. Here, “child,” “children,” “minor” and “youth” are used interchangeably.

## **Child abuse**

The term “child abuse” has the meaning set forth in Section 203 of the Victims of Child Abuse Act of 1990 (34 U.S.C. § 20341) or any applicable state law.

## **Child physical abuse**

- Non-accidental trauma or physical injury caused by contact behaviors, such as punching, beating, kicking, biting, burning or otherwise harming a child. Child physical abuse may also include non-contact physical misconduct as described in the Athlete Protection Policy.
- Legal definitions vary by state. To find guidelines concerning your state, visit the Child Welfare Information Gateway website at [www.childwelfare.gov](http://www.childwelfare.gov).

## **Child sexual abuse**

- Child sexual abuse involves any sexual activity with a child where consent is not or cannot be given. This includes sexual contact with a minor that is accomplished by deception, manipulation, force or threat of force regardless of whether there is deception, or the child understands the sexual nature of the activity. Sexual contact between minors can also be abusive if there is a significant imbalance of power or disparity in age, development or size, such that one child is the aggressor. Sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as verbal acts, sexually suggestive written or electronic communications, exposure or voyeurism.
- Legal definitions vary by state. To find guidelines concerning your state, visit the Child Welfare Information Gateway website at [www.childwelfare.gov](http://www.childwelfare.gov).

**Misconduct**

Conduct which results in harm, the potential for harm or the imminent threat of harm. Age is irrelevant to misconduct. There are six primary types of misconduct in sport: emotional, physical and sexual misconduct, bullying, harassment and hazing.

**Participants**

Participants are those who participate in a sport activity individually or through a particular club or organization. Participants may include athletes, coaches, officials or referees. Participants include (or may be) minors.

**Grooming**

Process whereby a person engages in a series or pattern of behaviors with a goal of engaging in sexual misconduct. Grooming can occur through direct, in-person, and/or online contact.



## ***FAQ's***

### **1. Do I purchase my membership first?**

Yes, you can purchase your membership first or you can purchase your membership and the club membership at the same time. NOTE: The membership and club will be pending until the membership screening process is complete.

### **2. Do I have to pay extra for the background check?**

There is no extra fee. Your background screening is included in your membership fee.

### **3. Will I be background screened yearly?**

Yes. It is part of the membership application. Even with a multi-year membership, your background screen will be conducted annually.

### **4. I have a background check done through my job, club, or Governing Body every year. Can you use that information?**

No. Federal Law does not allow organizations to share background screening information. We cannot use any other source or data for our background screening process. You must go through our screening process. The same process must be used for all our adult members.

### **5. I purchased a multi-year membership. My membership is good for two years. What happens now?**

At the beginning of the membership year, any adult with multi-year memberships will have a background screen automatically conducted. Your membership status will be moved to pending until this process is completed.

### **6. If my membership is not approved what happens?**

You can contact the AAU Compliance Department at 407-934-7200 for further instructions.

# ***SAMPLE GUIDELINES***

## **LOCKER ROOMS AND CHANGING AREAS**

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:

LOCATION ADDRESS

This location has: DESCRIPTION SELECTION

Sample locker room descriptions:

- (a) No locker room or changing facilities. Athletes 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 ORGANIZATION in the changing area around the time of practice.
- (c) A changing area and locker room dedicated to our athletes and teams.

Our home competitions will be held at: LOCATION ADDRESS(ES). The location(s) has (have): SAME DESCRIPTION SELECTION AS ABOVE.

When we travel for competition, the facilities may differ from location to location. We will work with the host team to provide as much information about the locker room and changing areas as early as possible, and post that information as soon as it's available.

### **MONITORING**

CLUB has predictable and limited use of locker rooms and changing areas (e.g., immediately before and following practices and competitions). 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 athletes uncomfortable and may even place our staff at risk for unwarranted suspicion.

We conduct a sweep of the locker rooms and changing areas before athletes arrive, post staff members 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 members conduct regular sweeps

inside these areas as well, with women checking on female-designated areas, and men checking on male-designated areas.

-OR-

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 members inside or at the doors of the locker rooms and changing areas, we do make occasional sweeps of these areas. Staff members conduct these sweeps, with women checking on female-designated areas, and men checking on male-designated areas.

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.

Given the potential discomfort of having non-coaches and non-athletes in the locker rooms and changing areas, we discourage parents from entering those areas unless it is truly necessary. Under such circumstances, only a same-sex parent should go into a locker room and changing area.

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.

#### **MIXED-GENDER TEAMS**

If the team consists of both male and female athletes, both female and male privacy rights must be given consideration and appropriate arrangements made. Where possible, CLUB has the male and female players dress/undress in separate locker rooms and then convene in a single dressing room before the game or team meeting. Once the game is finished, the players may come to one locker room and then the male and female players proceed to their separate dressing rooms to undress and shower (separately), if available. If separate locker rooms are not available, then the athletes will take turns using the locker room to change.

#### **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. As a result, **THERE WILL BE NO USE OF A DEVICE'S RECORDING CAPABILITIES IN THE LOCKER ROOMS OR CHANGING AREAS.**

# ***SAMPLE GUIDELINES***

## **TRAVEL**

Travel will be a standard aspect of our competitive season and CLUB has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of misconduct. Adherence to these travel guidelines will increase athlete safety and improve the competitive experience while keeping travel a fun and enjoyable experience.

### **LOCAL AND TEAM TRAVEL**

We distinguish between travel to training, practice and local competition (“local travel”), and team travel involving a coordinated overnight stay (“team travel”).

#### **Local Travel**

Local travel occurs when CLUB does not sponsor, coordinate, or arrange for travel. For local travel, athletes or their parents/guardians (for minor athletes) are responsible for making all travel arrangements. In these instances, it is the responsibility of the athlete or their parents/guardians (for minor athletes) to ensure the person transporting the athlete maintains all safety and legal requirements, including, but not limited to, a valid driver’s license, proper insurance, well maintained vehicle, and compliance with all state laws.

In an effort to minimize one-on-one interactions, CLUB staff members, coaches and/or volunteers, who are not also acting as a parent, should not drive alone with an unrelated athlete and should only drive with at least two other athletes or another adult at all times, unless otherwise agreed to in writing by the athlete’s parent or guardian in advance of travel. In any case where a staff member and/or volunteer is involved in the athlete’s local travel, a parental release is required in advance. Efforts must be made to ensure that staff and/or volunteers are not alone with an athlete or participant, by, e.g., picking the athletes up in groups.

Coaches, staff members and volunteers who are also an athlete’s guardian may provide shared transportation for any athlete(s). We encourage guardians to pick up their athlete first and drop off their athlete last in any shared or carpool travel arrangement. We also recommend completing a shared travel declaration form signed by the parents/guardians of any minor athlete who is being transported as part of such a carpool arrangement.

#### **Team Travel**

Team travel is overnight travel that occurs when CLUB sponsors, coordinates or arranges for travel so that our teams can compete locally, regionally, or nationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the athletes. However, no coach, staff

member, or volunteer will engage in team travel without the proper safety requirements in place, including valid drivers' licenses, proper insurance, well-maintained vehicles and compliance with all state laws. Drivers of vehicles should be age 21 or older.

CLUB makes efforts to provide adequate supervision through coaches and other adult chaperones.

Appropriate adult-to-adult ratios will depend on the age of your athletes and other participants. Evaluate your program to determine your supervisory needs.

For team travel, hotels and air travel will be booked in advance by CLUB. Athletes will share rooms, with 2-4 athletes assigned per room depending on accommodations. CLUB will also notify hotel management should any special arrangements be warranted. For instance, we will ask hotels to block pay per view channels and we will request an additional large room or suite so that our members and athletes may socialize as a group. Meetings do not occur in hotel rooms, and we will reserve a separate space for adults and athletes to socialize.

We encourage family members who wish to stay in the team hotel to do so. If family members do not stay in the team hotel, we encourage all athletes to call parents and guardians regularly and allow for any unscheduled calls by either the athlete or parent/guardian.

#### **INDIVIDUAL TRAVEL (For Individual Sports)**

The nature of our sport and competition structure means that individual athletes may sometimes need to travel overnight without other athletes. Under these circumstances, we encourage minimizing one-on-one time between a coach and athlete by:

1. Traveling with an additional coach or chaperone
2. Inviting parents/guardians to travel with their athlete (for athletes under age 20)

For individual travel, we attempt to provide alternative guidelines. Depending on the nature of the travel and competition, these guidelines may include:

1. Compressing the travel schedule to reduce the number of nights athletes are away from home
2. Providing regular organizational check-in phone calls to the traveling athlete and coach
3. Encouraging more frequent and unscheduled check-in phone calls initiated by parents/guardians (for minor athletes)
4. Complying with reasonable parental requests when a child is a way from home without a guardian

When only one athlete and one coach travel to a competition, *the athlete must have his or her parents' or legal guardian's written permission in advance to travel alone with the coach.*

## **TRAVEL NOTIFICATION**

When possible, CLUB will provide reasonable advance notice before team travel. Notice will include the dates, location and duration of the competition. Travel notice will also include designated team hotels for overnight stays as well as a contact person within the club/team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.

CLUB will post specific travel itineraries when they become available. These will include a more detailed, hour-by-hour itinerary as well as contact information for team travel chaperones.

## **MIXED-GENDER AND MIXED-AGE TRAVEL**

CLUB is made up of male and female athletes across various ages. Athletes will only share a room with other athletes of the same sex and age group. Athletes will also be grouped by age and sex for the purposes of assigning an appropriate chaperone. We will make every effort to provide these groups at least one chaperone of the same sex. However, we rely on parents to serve as chaperones and may be limited in providing this match.

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling or spouse of that particular athlete). Where an adult is registered both as a coach and an athlete member of CLUB, and is functioning primarily as a coach, he or she may share sleeping arrangements with another registered coach.

## **COACH AND STAFF RESPONSIBILITIES**

During team travel, coaches and staff members will help athletes, fellow coaches and staff members adhere to these guidelines, including, without limitation, the Travel Guidelines, Locker Rooms and Changing Areas Guidelines and Reporting Guidelines.

If a coach or staff member transports an athlete or other organization member in their private car for team travel, a copy of the coach's or staff member's valid driver's license is required.

When not practicing, training, competing, or preparing for competition, coaches and staff will monitor the activities of athletes, fellow coaches and staff during team travel. Coaches and staff will:

- a. prepare athletes for team travel and make athletes aware of all expectations. Supplemental information will be given to parents/guardians of athletes who are considered inexperienced travelers, new or relatively new to team travel, or who are under the age of 14
- b. familiarize themselves with all travel itineraries and schedules before the initiation of team travel
- c. conform to, and monitor for others' adherence, the Athlete Protection Policy and all guidelines during team travel
- d. encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians
- e. help athletes be on time for all team commitments (as possible)
- f. assist with team travel logistical needs (as possible)

- g. support chaperones and/or participate in the monitoring of athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary
- h. ensure athletes are complying with hotel room restrictions based on gender or age bracket requirements
- i. make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones
- j. not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their coaching duties
- k. immediately report any concerns about physical or sexual abuse, misconduct, or guideline violations
- l. notify parents before taking any disciplinary action against a minor athlete if the athlete is traveling without his or her parents.

### **CHAPERONE RESPONSIBILITIES**

Chaperones accompany team travel to ensure that the athletes, coaches, staff, and volunteers adhere to the CLUB's guidelines. While these include the travel guidelines, it also includes all other relevant policies contained in the AAU's Athlete Protection and Abuse Prevention Policy.

If a chaperone has not undergone a criminal background check, the chaperone will not be permitted to have any one-on-one interactions with athletes or other youth participants. If a chaperone has undergone a criminal background check, he or she may have appropriate one-on-one interactions as outlined in the AAU's Athlete Protection and Abuse Prevention Policy.

If a chaperone will be operating a private car for team travel, a copy of the chaperone's valid driver's license is required.

Chaperones will monitor the activities of all coaches, staff members, volunteers and athletes during team travel. Specifically, chaperones will:

- a. familiarize themselves with all travel itineraries and schedules before team travel
- b. monitor for adherences to club guidelines during team travel
- c. encourage minor athletes to participate in regular, at least daily, scheduled communications with their parents/guardians
- d. help athletes be on time for all team commitments (as possible)
- e. assist coaches, staff and other volunteers with team travel logistical needs (as possible)
- f. monitor athletes for adherence to curfew restrictions set based on age and competition schedule as listed in travel itinerary
- g. ensure athletes comply with hotel room restrictions based on gender or age bracket requirements
- h. not use drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing their chaperone duties
- i. make certain that athletes are not alone in a hotel room with any adult apart from a family member; this includes coaches, staff and chaperones

- j. immediately report any concerns about sexual and physical abuse, misconduct or guideline violations to local law enforcement.

#### **ROOM CHECKS**

If the CLUB performs room checks during overnight travel, the one-on-one interaction policy must be followed and at least two adults must be present during the room checks.





## Double-Goal Coach® Job Description

TO: **All Coaches**

DATE: \_\_\_\_\_

FROM: \_\_\_\_\_

RE: **What We Expect of You**

As coaches, you determine the kind of experience our athletes have with sports. We are committed to the principles of Positive Coaching Alliance (PCA). We expect you to be a Double-Goal Coach, who strives to win (one goal), while pursuing the more-important goal of teaching life lessons through sports. PCA's Double-Goal Coach Job Description includes:

### **Model and teach your players to Honor the Game.**

- Teach ROOTS – respect for Rules, Opponents, Officials, Teammates, and one's Self.
- Hold a parent meeting and distribute PCA's Parent/Guardian Letter to help parents Honor the Game.
- Appoint a parent to be "Culture Keeper" for the team.
- Drill Honoring the Game in practice.
- Seize teachable moments to talk with players about Honoring the Game.

### **Help players pursue mastery of their sport, not just scoreboard wins.**

- Teach players the ELM Tree of Mastery (Effort, Learning, and bouncing back from Mistakes).
- Use a "Team Mistake Ritual" (like "Flushing Mistakes") to help players quickly rebound from mistakes.
- Reward effort, not just good outcomes. Recognize players even for "unsuccessful" effort.
- Encourage players to set "Effort Goals" tied to how hard they try.

### **Fill your players' Emotional Tanks.**

- Use encouragement and positive reinforcement as your primary method of motivating.
- Achieve the "Magic Ratio" of five positive reinforcements to each criticism or correction.
- Use the "Buddy System" to teach players to fill each others' Emotional Tanks.
- Learn to give "Kid-Friendly Criticism," such as criticizing in private, asking permission, using the Criticism Sandwich, and avoiding criticism in non-teachable moments.

### **Have conversations with your players at every practice and game.**

- Review Honoring the Game, the ELM Tree and the Emotional Tank throughout the season.
- Ask questions and encourage players to speak and contribute during team meetings.
- Use PCA's Talking Points e-mail series to guide discussions with your players.

Your adopting these philosophies and actions will contribute to a positive, character-building youth sports experience for all the children our organization serves. Thank you for all your time and effort!

For more Resources, visit: [www.PCDevZone.org](http://www.PCDevZone.org)

For more information on Positive Coaching Alliance, visit: [www.PositiveCoach.org](http://www.PositiveCoach.org)

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# AAU ATHLETE PROTECTION REPORTING FORM

## REPORTING ABUSE

AAU requires reporting of sexual misconduct by any member and strongly encourages reporting of any concerns relating to the protection of youth athletes. AAU appreciates your willingness to report inappropriate behavior. By submitting this form, you are giving permission to AAU staff to contact you.

Out of respect for the importance of this issue and to encourage honest and effective reporting, knowingly making a false or vindictive report will not be tolerated.

## PERSON BEING REPORTED

*Provide as much information as possible about the person you are reporting.*

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Age or Approximate Age: \_\_\_\_\_ Gender: ☐ Female ☐ Male

Club Affiliation (or None): \_\_\_\_\_

Position(s) this individual holds or held: ☐ Head Coach ☐ Assistant Coach ☐ Athlete ☐ Official  
☐ Other \_\_\_\_\_

Primary Sport: \_\_\_\_\_

Date of Report: \_\_\_\_\_

## ALLEGED OFFENSE INFORMATION *(Provide as much specific information as you are able.)*

Type of Offense *(select all that apply)*

- ☐ Criminal Conduct
- ☐ Child Abuse
- ☐ Sexual Abuse ☐ Peer-to-Peer Child Sexual Abuse
- ☐ Emotional Misconduct (verbal acts, physical intimidation, acts that deny attention, stalking)
- ☐ Physical Misconduct (contact, non-contact)
- ☐ Sexual Misconduct (touching, non-touching, grooming)
- ☐ Bullying (physical, non-physical, verbal, social, cyberbullying)
- ☐ Harassment
- ☐ Hazing
- ☐ Other Prohibited Conduct: \_\_\_\_\_

Did Incident Occur at an AAU Licensed Event? \* ☐ Yes ☐ No ☐ Not Sure

If Yes, Enter Event Name & License # if known: \_\_\_\_\_

Location that the incident(s) took place:\* (Enter City, State, Specific Location)

\_\_\_\_\_

Date(s) of Alleged Offense:\*

**Description of Alleged Offense** *(Include as much detail as possible. Attach additional pages as needed)*

Knowledge of victim(s) involved in the alleged offense:

☐ I am not aware of any victim(s) involved with the alleged offense

☐ I am aware of victim(s) involved

## **VICTIM OR VICTIMS**

*If you are the victim and wish to remain anonymous, please enter your name as Anonymous. You may also be unaware of who the victim is. In that case, please enter Unknown.*

First Name:\_\_\_\_\_ Last Name:\_\_\_\_\_

Age or Approximate Age:\_\_\_\_\_ Gender: ☐ Female ☐ Male

Club Affiliation (or None):\_\_\_\_\_

**Additional Victims** *(Fill this section out if additional victims are involved.)*

First Name:\_\_\_\_\_ Last Name:\_\_\_\_\_

Age or Approximate Age:\_\_\_\_\_ Gender: ☐ Female ☐ Male

Club Affiliation (or None):\_\_\_\_\_

## **INDIVIDUAL(S) WHO MAY HAVE ADDITIONAL INFORMATION**

*List anyone who may be able to provide additional information regarding the alleged offense. We will not identify you when we contact these individuals.*

First Name:\_\_\_\_\_ Last Name:\_\_\_\_\_

Phone #:\_\_\_\_\_ Email Address:\_\_\_\_\_

Club Affiliation (if any):\_\_\_\_\_

First Name:\_\_\_\_\_ Last Name:\_\_\_\_\_

Phone #:\_\_\_\_\_ Email Address:\_\_\_\_\_

Club Affiliation (if any):\_\_\_\_\_

## REPORT SUBMITTED BY

*All reports are kept strictly confidential by AAU. A person reporting alleged misconduct should not fear any retribution and/or consequence when filing a report he/she believes is true.*

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Date: \_\_\_\_\_ AAU Member: ☐ Yes ☐ No ☐ Not Sure

Club Affiliation (if any): \_\_\_\_\_

Relationship to victim (if any):

- |                                      |   |  |  |
|--------------------------------------|---|--|--|
| <input type="checkbox"/> Self        | <input type="checkbox"/> Parent/Guardian    | <input type="checkbox"/> Other family member | <input type="checkbox"/> Friend/Acquaintance |
| <input type="checkbox"/> Club Member | <input type="checkbox"/> Coach or Volunteer | <input type="checkbox"/> Prefer not to say   | <input type="checkbox"/> Other               |

## ADDITIONAL INFORMATION

*Enter any other information that you feel would be helpful to an investigation of the alleged offense you have reported. Attach additional documents as needed.*

***This form can be submitted to the AAU National Office via:***

***Email:*** [compliance@aausports.org](mailto:compliance@aausports.org)

***Fax:*** 407-828-0166

***US Postal Service:*** AAU, Compliance Department, PO Box 22409, Lake Buena Vista, FL 32830