



McCall Figure Skating Club

Code of Conduct & SafeSport Policies



Basic Ice Usage and Free Skating Etiquette Safety Rules

Basic rules governing all behavior: Please respect the rights of others. Please respect the arena's property and the property of others.

Specific rules governing McCall FSC Club Ice sessions:

The maximum number of 30 (depending on size and level) skaters will be allowed on each session. Sign in at the box office and pay for each session before stepping on to the ice.

No breakable containers are allowed rink side. Drinks are allowed on or below the railing. Food is not permitted near the rail or on the ice.

Please pick up all belongings (including dirty tissues, water cups, bottles, etc.) at the end of the session.

Parents, skaters not in the session or other spectators should not loiter at the rail or benches. This is unsafe and it interferes with a constructive training session.

Coaching by parents from the bleachers, benches or railing is **not** allowed at any time. Parents will be asked to leave the arena if this happens.

The benches by the ice are to be used by the skaters and coaches only.

If skaters must talk to someone **off** the ice, even if for a brief time, they need to get off the ice to do so or the skater will be asked to leave the ice.

It is important for everyone's safety that all skaters stay aware of other skaters on the ice. Try to anticipate their patterns as you decide your own pattern.

If you are a less experienced skater, please be extra careful to stay aware of other skaters and to look ahead of where you are skating to see what others are doing or are about to do.

If you are an experienced skater, please be patient with the less experienced skaters. Remember – you were new to freestyles at one time, too.

Please be understanding if someone gets in your way. Remember to look both ways before leaving the railing or skating across the ice.

Keep moving while on the ice, as it is dangerous for both you and other skaters to stand still during a session. It is especially important not to stop in the middle of the ice or any of the jumping corners.

Right of Way

The skater doing a routine to music has the right of way. Orange vests and colorful belts are provided to help identify the skater whose music is being played. Please stay aware of which skater is doing his or her routine and do your best to stay clear of his or her pattern. Please wear the vest or belt when you play your music to help other skaters know you are skating your routine.

Skaters taking a lesson have the right of way over general skaters in the session. Skaters on the harness also have the right of way. Please be careful of the harness area.

Music

Program music will be played on a rotational basis. This will be done on the honor system, with the responsibility left to the skaters and coaches. After a skater's music has been played, their music or another program may be put at end of the line to re-enter the rotation. Dance music can take the place of program music.

Not everyone will be able to play their music on full sessions due to lengths of programs.

Coaches may put the music of the student they are teaching ahead of other skaters. Everyone should appreciate this policy when they are in a lesson enjoying this privilege and graciously accept this policy when they are the ones being asked to wait in line.

Please do not stop and restart your music if others are waiting in line. Please handle the music equipment with extreme care.

Prohibited Behavior

Kicking, digging holes, scraping or stomping the ice with your blades and kicking the railings are prohibited. Any skater engaging in this behavior will be asked to leave the session immediately.

Being verbally abusive to other skaters or coaches is prohibited. Any skater engaging in this behavior will be asked to leave the session immediately.

Deliberately challenging, scaring or intentionally blocking another skater is prohibited. Any skater engaging in this behavior will be asked to leave the ice immediately for an indefinite period of time.

Videotaping anyone other than your own skater is strictly prohibited and will not be tolerated. Anyone engaging in this behavior will be asked to leave the arena for an indefinite period of time.

Clearing the Ice

When the Zamboni doors open, the ice is cleared immediately. – no exceptions.

Changing Room Policy

The development of our skaters and the enjoyment of the sport of figure skating, the safety and protection of our participants is central to MFSC's Skate by the Lake goals. MFSC's Skate by the Lake adheres to U.S. Figure Skating's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To ensure that steps are being taken to provide a safe environment for all skaters, MFSC's Skate by the Lake has adopted the following changing room policy. This policy is designed to maintain personal privacy and to provide a safe environment in the changing rooms.

At MFSC's Skate by the Lake there will be changing rooms available for the competitors' use. These changing rooms will be gender and age specific. Because MFSC's Skate by the Lake will have many competitors with limited changing room space, we encourage competitors to use the changing rooms for changing only, and to utilize other public spaces for other purposes.

Changing Room Monitoring

The LOC at MFSC's Skate by the Lake will monitor the changing room areas periodically throughout the competition to ensure that competitors are abiding by the policy. 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 some competitors uncomfortable and may even place our staff at risk for unwarranted suspicion. The LOC monitors to be posted directly outside of the changing rooms whenever possible, so that only competitors and credentialed coaches and family members are permitted in the locker room.

Parents in Changing Rooms

Except for competitors who are under the age of [specific age groups may be included here], we discourage parents from entering changing rooms unless it is truly necessary. We recognize that the youngest competitors rely on parents to assist them in getting dressed, applying makeup, styling hair and other preparatory activities; however, we encourage parents to complete these activities as expeditiously as possible and to only remain in the changing room for the time necessary to complete these activities.

Coaches

Coaches are expected to abide by the U.S. Figure Skating Handbook at all times:

- 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.
- If an individual meeting is to take place in an office or a locker room, the door should remain unlocked and open.
- If a closed-door meeting is necessary, the coach should inform another coach, staff member and/or volunteer and ensure the door remains unlocked.

Cell Phones and Other Mobile Recording Devices

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, are prohibited from being used in the changing rooms. If phones or other mobile devices must be used, they should be taken outside of the changing room.

Competitors, coaches and chaperones will be subject to disciplinary action for violation of these changing room policies or for engaging in any misconduct or abuse or that violates the U.S. Figure Skating SafeSport Policies.

To report any actual or suspected violations in immediate situations, notify the chief referee or the LOC chair for the competition. If the situation does not require immediate intervention, please make a report to U.S. Figure Skating by email at SafeSport@usfigureskating.org.

Locker Rooms and Changing Areas

Athletes are particularly vulnerable in locker rooms/changing areas and restrooms due to various stages of dress/undress and because they are less supervised than at many other times. Athlete- to-athlete problems, misconduct, bullying, harassment and hazing may occur when a coach or other responsible adult is not in a position to observe. Adherence to a locker room/changing area policy enhances privacy and reduces the likelihood of misconduct.

As part of U.S. Figure Skating's commitment to safety, U.S. Figure Skating now requires all member clubs and programs to publish and post locker room/changing area policies specific to the facilities and distribute them to parents and guardians of all minor participants and members.

Co-Ed Locker Rooms

If the club activity or event consists of both female and male participants, both female and male privacy rights must be given consideration and appropriate locker room and changing arrangements made. Where possible, member clubs and programs should have female and male skaters dress/undress in separate locker rooms. If separate locker rooms are not available, the skaters will take turns using the locker room to change or use the appropriate restroom within the facility. Locker rooms that are intended to be co-ed will be labeled as such and require that the door to be open at all times.

In the event of a medical situation or emergency, U.S. Figure Skating officials working on behalf of the event (such as doctor, physical therapist, chief referee) or emergency medical personnel will be permitted into the locker room/changing area.

The use of any recording and photographic devices inside a locker room/changing area is strictly prohibited.

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes 11 years old and younger that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s).

Synchronized and Theatre on Ice teams have separate locker room policies and should refer to the specific policies for teams on the SafeSport webpage.

All Locker Rooms/Changing Areas will be monitored. If any concerns arise, the Locker Room/ Changing Area monitor must be contacted immediately. If the monitor ascertains that anyone inside the Locker Room/Changing Area has engaged in any form of sexual misconduct, that person will be removed immediately, and local law enforcement will be contacted.

If there are concerns regarding this policy, an athlete should change prior to arriving at the event.

Any violation of this policy will be addressed under the U.S. Figure Skating SafeSport Program and U.S. Figure Skating Ethics/Grievance procedures.

To view event specific locker room policies, please visit www.usfigureskating.org/safesport

SIGN TO BE PLACED AT ENTRANCE OF LOCKER ROOM

U.S. Figure Skating Locker Rooms/Changing Areas Policy for Figure Skating Competitions

Only athletes competing at the figure skating event are allowed in the Locker Rooms/Changing Areas. An exception may be allowed for an athlete age 11 years or younger to be accompanied by one parent of the same sex to assist their child immediately prior to and after their skating event(s).

All Locker Rooms/Changing Areas will be monitored. If any concerns arise, immediately contact the Locker Room/Changing Area monitor. If there are concerns regarding this policy, an athlete should change prior to arriving at the competition.

The use of any recording and photographic devices inside a Locker Room/Changing Area is strictly prohibited.

Any violation of this policy is punishable under the U.S. Figure Skating SafeSport policy and U.S. Figure Skating Rulebook.

To view event specific locker room policies, please visit www.usfigureskating.org/safesport

ATHLETE PROTECTION POLICY COMMITMENT TO SAFETY

McCall FSC is committed to creating a safe and positive environment for athletes' physical, emotional and social development and to ensuring that it promotes an environment free of misconduct. Members 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 member to immediately report suspicions or allegations of child physical or sexual abuse to the appropriate people as laid out in McCall FSC's reporting policy. McCall FSC 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.

Application

This Policy applies to all McCall FS club members, parents, coaches, volunteers, and participants.

Club members, parents, coaches, volunteers, and participants shall refrain from all forms of misconduct, which include:

- Bullying and Threats
- Harassment
- Hazing
- Emotional misconduct
- Physical misconduct
- Sexual misconduct, including child sexual abuse

PROHIBITED CONDUCT

Bullying and Threats

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person. Bullying involves an intentional, persistent or repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended to cause fear, humiliation, or physical harm in an attempt to socially exclude, diminish, or isolate another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying behavior is prohibited in any manner in connection with all U.S. Figure Skating sanctioned activities and events.

Examples of bullying prohibited by this policy include, but is not limited to, physical behaviors, such as punching, kicking or choking an athlete; and verbal and emotional behaviors, such as, the use of electronic communications (i.e., “cyber bullying”), to harass, frighten, degrade, intimidate or humiliate.

While other members are often the perpetrators of bullying, it is a violation of this policy if a coach or other responsible adult knows or should know of the bullying behavior but takes no action to intervene on behalf of the targeted participant(s).

A threat to harm others is defined as any written, verbal, physical or electronically transmitted expression of intent to physically injure or harm someone. A threat may be communicated directly to the intended victim or communicated to a third party.

Harassment

Harassment includes, but is not limited to, any 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 participant or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression, or mental or physical disability.

Harassment also includes, but is not limited to, creation of an environment through behavior or course of conduct that is insulting, intimidating, humiliating, demeaning or offensive. Harassment usually occurs when one person engages in abusive behavior or asserts unwarranted power or authority over another, whether intended or not. It includes, for example, name-calling, taunts, threats, belittling, unwelcome advances and requests for sexual acts, as well as undue threats to perform or succeed. Harassment includes child abuse.

Sexual Harassment is a form of harassment prohibited by this policy. It shall be a violation for any member, coach, official, director, employee, parent or volunteer, to harass a participant(s) through conduct or communications of a sexual nature or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation.

Unwelcome sexual advances, requests for sexual acts, or other verbal, nonverbal or physical conduct of a sexual nature may constitute sexual harassment, even if the harasser and the participant being harassed are the same sex and whether or not the participant resists or submits to the harasser, when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a participant's participation in any activity; or
2. Submission to or rejection of such conduct by a participant is used as the basis for decisions affecting the participant; or
3. Such conduct is sufficiently severe, persistent or pervasive such that it limits a participant's ability to participate in or benefit from a program or activity or it creates a hostile or abusive environment.

Any conduct of a sexual nature directed by a minor toward an adult or by an adult to a minor is presumed to be unwelcome and shall constitute sexual harassment. Acts of verbal or physical aggression, intimidation or hostility based on sex, but not involving conduct of a sexual nature may also constitute sexual harassment. Legitimate non- sexual touching or other non-sexual conduct is not sexual harassment.

It is also a violation of this policy if a coach or other responsible adult knows or should know of the harassment or sexual harassment but takes no action to intervene on behalf of the targeted participant(s).

Hazing

Hazing includes any conduct that is intimidating, humiliating, offensive, or physically harmful. The hazing conduct is typically an activity that serves as a condition for joining a group or being socially accepted by a group's members. Examples of hazing prohibited by this policy include, without limitation, requiring or forcing (including through peer pressure) the consumption of alcohol or illegal drugs; tying, taping, or physically restraining a participant; sexual simulations or sexual acts of any nature; sleep deprivation, or the withholding of water and/or food; social actions or public displays (e.g., public nudity) that are illegal or meant to draw ridicule; beating paddling, or other forms of physical assault. Activities that fit the definition of hazing are considered to be hazing regardless of a person's willingness to cooperate or participate.

Hazing does not include group or team activities that are meant to establish normative team behaviors or promote team cohesion, so long as such activities do not have reasonable potential to cause emotional or physical distress to any participant.

It is also a violation of this policy if a coach or other responsible adult knows or should know of the hazing but takes no action to intervene on behalf of the targeted participant(s).

Emotional Misconduct

Emotional misconduct involves a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to a participant. These behaviors may include verbal acts, physical acts, or acts that deny attention or support.

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

Verbal Acts:

A pattern of verbal behaviors that attack a participant personally (e.g., calling them worthless, fat, or disgusting) or repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive training or motivational purpose.

Physical Acts:

A pattern of physically aggressive behaviors, such as throwing sport equipment, water bottles, or chairs at, or in the presence of participants; or punching walls, windows, or other objects.

Acts that Deny Attention or Support:

A pattern of ignoring a participant for extended periods of time or routinely or arbitrarily excluding participant from practice.

Emotional misconduct does not include generally accepted and age-appropriate coaching methods of skill enhancement, physical conditioning, motivation, team building, appropriate discipline or improving athletic performance.

Note: Bullying, harassment, and hazing, defined above, often involve some form of emotional misconduct.

Physical Misconduct

Physical contact in sport is inherent in instruction and training. Appropriate physical contact has three elements:

1. The physical contact takes place in public.
2. There is no potential for, or actual, physical or sexual intimacies during the physical contact.
3. The physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult.

Physical misconduct means physical contact with a participant that intentionally causes or has the potential to cause the participant to sustain bodily harm or personal injury.

Physical misconduct also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury. Physical misconduct may also include intentionally hitting or threatening to hit an athlete with objects or sports equipment.

In addition to physical contact or the threat of physical contact with a participant, physical abuse also includes the providing of alcohol to a participant under the age of 21 and the providing of illegal drugs or non-prescribed medications to any participant.

It also includes any act or conduct described as physical abuse or misconduct under federal or state law (e.g., child abuse, child neglect, and assault).

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

Without limiting the above, any act or conduct described as physical abuse or misconduct under applicable federal or state law constitutes physical abuse under this policy.

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

1. Contact offenses:

- 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 prematurely or without the clearance of a medical professional, after a serious injury (e.g., a concussion)

- f. prescribing dieting or other weight-control methods (e.g., public weigh-ins, caliper tests for humiliation purposes). *For further information please consult the U.S. Figure Skating Policy on Athlete Health and Well-Being.*
2. Non-contact offenses:
 - 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.

It is critical for clubs, programs, coaches, staff members, volunteers, and parents to report suspicions or allegations of physical misconduct to the proper officials and appropriate law enforcement officials.

Note: Bullying, harassment and hazing, defined above, often involve some form of physical misconduct.

Sexual Misconduct Including Child Sexual Abuse

For the purposes of this Policy, a child is someone under the age of 18.

Sexual misconduct involves any touching or non-touching sexual interaction that is nonconsensual or forced, coerced or manipulated, or perpetrated in an aggressive, harassing, exploitative or threatening manner. It also includes any sexual interaction between an athlete and an individual with evaluative, direct, or indirect authority which is considered an imbalance of power. Last, any act or conduct described as sexual abuse or misconduct under federal or state law (e.g., sexual abuse, sexual exploitation, rape) qualifies as sexual misconduct.

Notes: An imbalance of power is always assumed between an athlete, regardless of age, and an adult in a position of authority (such as a coach, official, director, employee, parent, or volunteer).

Minors cannot consent to sexual activity with an adult. All sexual interaction between an adult and a minor is strictly prohibited.

Sexual abuse of a minor occurs when an adult coach, official, director, employee, parent, or volunteer touches a minor for the purpose of sexual arousal or gratification of the minor or the coach, official, director, employee, parent, or volunteer. Sexual abuse of a minor also occurs when a minor touches a coach, official, director, employee, parent, or volunteer for the sexual arousal or sexual gratification of either the minor or coach, official, director, employee, parent, or volunteer; even if the touching occurs at the request or with the consent of the coach, official, director, employee, parent, or volunteer.

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. However, in some circumstances in regard to adult skaters, this assumption is rebuttable.

Imbalance of Power:

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

Sexual contact between children also can be abusive if there is a significant disparity in age, development, or size that renders the younger child incapable of giving informed consent; if there is the existence of an aggressor; or where there is an imbalance of power and/or intellectual capabilities. The sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as exposure or voyeurism.

Neither consent of the minor to the sexual contact, mistake as to the participant's age, nor the fact that the sexual contact did not take place at a U.S. Figure Skating function are defenses to a complaint of sexual abuse. Sexual abuse may also occur between adults or to an adult. Sexual abuse includes sexual interactions that are nonconsensual or accomplished by force or threat of force, or coerced or manipulated, regardless of the age of the participants.

Sexual abuse may also include non-touching offenses, such as sexually harassing behaviors, an adult discussing his/ her sex life with a minor, an adult asking a minor about his/her sex life, an adult requesting or sending nude or partial dress photo to minor; exposing minors to pornographic material, sending minors sexually explicit electronic messages or photos (e.g. "sexting"), deliberately exposing a minor to sexual acts, or deliberately exposing a minor to inappropriate nudity.

Without limiting the above, any act or conduct described as sexual abuse, sexual misconduct or child sexual abuse under applicable federal or state law constitutes sexual abuse under this policy.

Examples of Sexual Misconduct

Touching offenses:

- Fondling an athlete's breasts or buttocks
- Exchange of reward in sport (e.g., team placement, scores, feedback, free lessons/ice time, etc.) for sexual acts
- Genital contact – whether or not either party is clothed
- Sexual relations or intimacies between participants in a position of trust, authority and/or evaluative and supervisory control over athletes or other sport participants

Non-touching offenses:

- Sexually-oriented comments, jokes or innuendo made to or about an athlete, or other sexually harassing behavior
- Discussing his or her sex life with an athlete
- Asking an athlete about his or her sex life
- Requesting or sending a nude or partial-dress photo to athlete • Exposing athletes to pornographic material
- Sending athletes sexually-explicit or suggestive electronic or written messages or photos (e.g., "sexting")
- Deliberately exposing an athlete to sexual acts
- Deliberately exposing an athlete to nudity (except in situations where locker rooms and changing areas are shared)
- Sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature These guidelines do not apply to a pre-existing relationship between spouses or life partners.

It is critical for clubs, programs, coaches, staff members, volunteers and parents to report suspicions or allegations of sexual misconduct to U.S. Figure Skating and appropriate law enforcement officials.

“Grooming” Behaviors

Offenders typically control their victims through a systematic process called “grooming” or seduction. Many offenders exploit a child’s vulnerabilities using a combination of tactics to gain the victim’s trust, lower inhibitions, and gain cooperation and “consent.” Since the initial stages of the grooming process can occur in public or group settings, offenders also take care to groom the community, which makes it easier to gain the trust of staff and administrators. The grooming process has six steps:

1. Targeting the victim – An offender will identify a child and determine his or her vulnerabilities.
2. Gaining trust – Through watching and gathering information about the child, an offender will become acquainted with his or her needs.
3. Filling a need – Offenders will often lavish gifts, extra attention, and affection to forge a bond with their victims.
4. Isolating the child – By developing a special relationship with the child, an offender creates situations in which he or she is alone with the child.
5. Sexualizing the relationship – An offender will desensitize a child by talking to, taking photos of and even creating situations in which both the offender and victim are touching or naked. The adult then uses a child’s curiosity and feelings of stimulation to engage in sexual activity.
6. Maintaining control – To ensure the child’s continued participation and silence, offenders can use secrecy and blame as well as other tactics. Victims sometimes continue the relationship out of fear or shame at the thought of having to tell someone about the abuse.

Since interactions between a predator and child can occur in sport settings around other people, coaches, staff members or volunteers are well positioned to witness grooming behavior. Therefore, it is critical for all members of the sport community

to be on the alert for policy violations, suspicious behavior, or other signals that an individual might be a sexual predator. Offenders will use tickling, wrestling, horseplay, photography and giving gifts to push the boundaries of what’s acceptable and form connections with their victims.

All questions or concerns related to inappropriate, suspicious or suspected grooming behavior should be directed to the appropriate persons within McCall FSC Safe Sport Committee or U.S. Figure Skating.

WILLFULLY TOLERATING MISCONDUCT

It is a violation of this Athlete Protection Policy if a coach, official, director, employee, parent, or volunteer knows of misconduct, but takes no action to intervene on behalf of the athlete(s), participant(s), staff member, and/or volunteer.

VIOLATIONS

Although these policies are designed to reduce child sexual abuse and other misconduct, it can still occur. Members, volunteers and participants of the McCall FSC shall follow the reporting procedures set forth in McCall FSC’s Reporting Policy. **McCall FSC 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.**

Conflict Resolution and Reporting Misconduct and Policy Violations

The reporting policy clarifies to all participants, staff, volunteers, responsible parties and members of the public that the organization understands its duty and responsibility to create a safe and positive environment for athletes. This statement also further reinforces the organization’s commitment to athlete safety.

An effective reporting policy that results in reports of suspected abuse and misconduct and does not in any way deter victims or witnesses from reporting abuse and misconduct, is a key element to preventing abuse

and misconduct from occurring. Potential abusers will avoid involvement in a program where there is a likelihood that suspected abuse will be reported. When sport stakeholders are untrained about how and when to report suspected abuse, they may feel ill-prepared, powerless and lost when it comes to responding to and reporting misconduct. By providing this guidance on when and how to report suspected misconduct, U.S. Figure Skating seeks to remove barriers to disclosing misconduct, including child physical and sexual abuse.

It is also critical that all members understand that they should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to U.S. Figure Skating or to appropriate law enforcement officials.

Reporting Abuse, Misconduct and Policy Violations is:

- The obligation of U.S. Figure Skating on members and member clubs to report suspicions or allegations of abuse or misconduct;
- The importance of maintaining confidentiality with respect to the complaint, complainant, victim, accused and other information related to the report and incident(s) until “notice” must be given about a suspension or the outcome of any proceedings;
- The circumstances in which an immediate or “summary” suspension is appropriate and the procedures following a summary suspension;
- A general summary of the procedures for a hearing under Grievance Procedures outlined in the U.S. Figure Skating rulebook.

Upon a report or other notice of credible information or allegations that a person who is subject to the jurisdiction of U.S. Figure Skating:

- a. May have violated any of the provisions of the U.S. Figure Skating SafeSport Program Handbook
- b. Violated any of the sexual misconduct, physical misconduct, emotional misconduct, bullying, threats and harassment, hazing policies or willful tolerance policies
- c. Is subject to allegations of actual or suspected child physical or sexual abuse

U.S. Figure Skating will conduct an inquiry and/or initiate a disciplinary proceeding pursuant to Article XXV, section 3B, to determine the appropriate discipline that may be imposed.

To make a report:

McCall FSC Reporting Contact(s):

Faith Mackert, *SafeSport Compliance Chairperson* 208-315-5466 or thelandrums@frontier.com

To Report Sexual Misconduct Violations:

Individuals should report suspected sexual misconduct violations directly to the U.S. Center for SafeSport. Email safesport@usfigureskating.org. or call 719-635-5200

Online Reporting Form - <https://www.safesport.org/response-resolution/report> Phone: 720-524-5640

Violations of USFS SafeSport Policies or USFS SafeSport Program Handbook

Report to McCall FSC or U.S. Figure Skating: Violations of any of the McCall FSC SafeSport Policies or the USFS SafeSport Program Handbook should be reported to the McCall FSC Reporting Contact(s) as listed above or to U.S. Figure Skating by sending a detailed description of the violation to safesport@usfigureskating.org.

Failure to appropriately report, making a false report, or retaliating against a reporter are violations of the USFS SafeSport Program Handbook, the McCall FSC SafeSport Policies, and U.S. Figure Skating’s Policy on Harassment and Abuse.

Violations of McCall FSC Club Policies or Codes of Conduct

The consequences for breaking the McCall FSC Policies and Code of Conduct can range from a verbal warning to membership suspension, based on the nature of the misconduct, the level of its severity, and the number of times it occurs. All disciplinary action is at the discretion of the MFSC Board of Directors. In the event of a member's suspension, it will come at a 2/3 vote of the McCall FSC Board of Directors. Should the member decide to appeal the decision, it will be done so in accordance with the McCall FSC Bylaws. All suspensions will stay in effect through the appeals process.

To report a violation of the McCall FSC Code of Conduct, the member may file a written complaint with the McCall FSC Board of Directors. The complaint must include: the date and location of the incident, the name of all involved persons, all witnesses to the incident, and a detailed description of the event surrounding the violation. Depending on the severity of the offense, discipline may include, but is not limited to, or in order of the following:

First offense: club member and/or member's parent will be addressed verbally (in private) regarding the violation.

Second offense: club member will be removed from the activity and given a written warning. A meeting with the member and/or member's parents may be held.

Repeated offenses: if a club member continually violates any tenet of the Code of Conduct, repeat offenses will be taken very seriously by the club board. Discipline may include loss of club privileges for extended periods (suspension), and/or revocation of club membership. **IN THE EVENT OF A SUSPENSION OR REVOCATION OF CLUB MEMBERSHIP, NO MEMBERSHIP DUES (PRORATED OR FULL) WILL BE REFUNDED. ADDITIONALLY, ANY SUSPENSION OR REVOCATION OF CLUB MEMBERSHIP WILL CREATE A LAPSE IN MEMBERSHIP STATUS.**

Confidentiality

McCall FSC and U.S. Figure Skating will maintain confidentiality with respect to the complaint, complainant, victim, accused, and other information related to the report and incident(s) until "notice" must be given about a suspension or the outcome of any proceedings.

Reports can be made anonymously, however, there must be enough detailed information within the report to allow U.S. Figure Skating or McCall FSC to investigate the claim.

When in doubt – report! If you have questions or concerns, ask any of the McCall FSC Reporting Contact(s), or send an email to U.S. Figure Skating at safesport@usfigureskating.org.

More information on the SafeSport Program can be found on the McCall FSC website or the U.S. Figure Skating website at www.usfsa.org.

Importance of Confidentiality

Any investigation and/or disciplinary proceedings must be kept confidential. The McCall FSC Board of Directors or any investigator on their behalf, shall not discuss the investigation with anyone except for the purposes of conducting the investigation, except as requested by law enforcement or child protection authorities. Hearings should be closed and confidential, to the extent possible, other than for notification of the outcome. Participants in the hearing, including the hearing committee, complainant, victim, and witnesses (if any are permitted), should be requested and encouraged to keep the proceedings confidential, except as requested by law enforcement or child protection authorities.

The hearing panel shall not discuss the testimony with anyone and shall deliberate among themselves until final resolution of the complaint, except as requested by law enforcement or child protection authorities.