RISK MANAGEMENT (RM)

1. The Risk Management Committee Director's responsibilities are to:

- Act as the functional custodian of all background check records;
- Be the Washington Youth Soccer delegate to the Region IV Risk Management Committee or his/her assigned designee;
- Provide for risk management training;
- Disseminate pertinent risk management information throughout Washington Youth Soccer;
- Provide insurance information as requested;
- Provide information on field safety as requested;
- Assist in Ethics issues that involve player and organizational safety;
- Guide State Association, Districts, Associations and Clubs on issues involving police involvement

Washington Youth Soccer Barriers to Abuse

2- Washington Youth Soccer has adopted the following policies to provide security for our members. These policies are primarily for the protection of our youth members; however, they also serve to protect our adult members from false accusations of abuse.

2.1 One-on-one contact between adults and youth members is prohibited. In situations that require personal conferences, such as a coach's conference, the meeting is to be conducted in view of other adults and or youths. It is understood that Programs like TOPSoccer require physical contact between soccer buddies and participants to enable safe participation in the activities.

2.2 Separate accommodations for adult team staff/official and youth members are required. When traveling, no youth is permitted to sleep in the room of an adult other than his or her own parent or guardian. (Temporary guardian as coordinated by a parent)

2.3 Inappropriate use of cameras, imaging, and digital devices is prohibited. While most members use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals. It is inappropriate to use any device capable of recording or transmitting visual images in locker rooms, restrooms, or other areas where privacy is expected by participants.

2.4 No hazing. Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.

2.5 No bullying. Verbal, physical, and cyber bullying are prohibited in Scouting.

2.6 Discipline must be constructive. Discipline used in player or team management should be constructive and reflect US Youth Soccer values. Corporal punishment is never permitted.

2.7 Appropriate attire for all activities. Proper clothing for activities is required. For example, revealing bathing suits, or clothing, or clothing with fol/offensive language, violent pictures, are not appropriate as part of youth Soccer.

2.8 Members are responsible to act according to the US Youth Soccer code of conduct. All members of Washington Youth Soccer are expected to conduct themselves in accordance with the principles. Physical violence, theft, verbal insults, drugs, and alcohol have no place in the Scouting program and may result in the revocation of membership.

3- Digital Privacy and Social Media Guidelines

3.1 A key ingredient for a safe and healthy youth soccer experience is the respect for privacy. Advances in technology are enabling new forms of social interaction that extend beyond the appropriate use of cameras or recording devices (see "Washington Youth Soccer's Barriers to Abuse"). Sending sexually explicit photographs or videos electronically or "sexting" by cell phones is a form of texting being practiced primarily by young adults and children as young as middle-school age. Sexting is neither safe, nor private, nor an approved form of communication and can lead to severe legal

consequences for the sender and the receiver. Although most members use digital devices responsibly, educating them about the appropriate use of cell phones and cameras would be a good safety and privacy measure.

3.2- The "three R's" of Youth Protection

The "three R's" of Youth Protection convey a simple message for the personal awareness of our youth members:

3.2.1 Recognize situations that place you at risk of being molested, how child molesters operate, and that anyone could be a molester.

3.2.3 Resist unwanted and inappropriate attention. Resistance will stop most attempts at molestation.

3.2.4 Report attempted or actual molestation to a parent or other trusted adult or youth official. This prevents further abuse and helps to protect other children. Let the Scout know he or she will not be blamed for what occurred.

DUTIES

1. Risk Management Committee Member

1.1 The duties of the Risk Management Committee members include but are not limited to:

- Attending all Risk Management Committee meetings as required;
- Dispersing any and all risk management information from the Risk Management Committee to their respective Member Associations;
- Identifying any risk management concerns within their district and advising the State Risk Management Director of these risks;
- Any additional duties as required by the Risk Management Committee Director in the area of Risk Management.

1.2 The Risk Management Appeal Committee will be comprised of a Chair, who shall be knowledgeable about the Washington Youth Soccer Appeal process, and 3 to 4 members, that are not members of Washington Youth Soccer.

EMPLOYEE/VOLUNTEER BACKGROUND CHECK APPEAL HEARINGS

1- Appeal Procedures

1.1 An appeal shall not have the effect of "staying" a previous ruling. Previous decisions remain in force, pending the result of the appeal.

1.2 An appeal shall be filed with the Risk Management Appeals Committee. If the Appeal is in regards to a litigation process, the appeal is to be filed at the end of the litigation process. The Appeal shall be submitted to the Washington Youth Soccer State Office.

1.3 An appeal must be in writing and include:

- The nature and specifics of the appeal.
- The most current phone, physical address and email address for contact verification and any documentation that the appellant has regarding the issue.

1.4 All Risk Management Appeals to be held at the Washington Youth Soccer State Office.

2- Filing Procedures

2.1 The Appellant may submit a request for an Appeal Hearing by submitting said request to the Washington Youth Soccer State Office or Risk Management Director. This request should include all supporting documents.

2.2 The properly completed notice of appeal must be mailed (or hand delivered) to the Washington Youth Soccer office. If mailed, an established verifiable provider should be used to evidence timely mailing and receipt.

2.3 Filing shall be as follows:

(1) The original document of the appeal, along with all supporting documents, shall be forwarded by an established verifiable provider.

(2) Note that the parties will normally be allowed to submit detailed written arguments at a later time after the appeal is validated (accepted).

4-Documentation Processing

4.1 Upon filing of an appeal, the receiving authority shall institute the following procedures:

4.1.1 The appropriate action or response shall be determined by conducting a "validation/review" of the following:
(1) Determining whether the matter has been filed with the proper authority.
(2) Determining that the desired resolution has been stated.
(3) Verify that the applicable appellate fee was paid.
(4) Verify that the document has been signed.

4.2 The State Office will provide to the Risk Management Appeals Director one (1) copy of submitted documents, along with the most current approved Washington Youth Soccer background check provider report and Rejection letter.

4.3 The State Office will keep a confidential file on all submitted documents. One (1) copy of the request for a hearing shall be sent to the Washington Youth Soccer Board of Directors as notice of the filing of an appeal.

5-Appeals

5.1 All Risk Management Appeals will be held at the Washington Youth Soccer State Office or other location designated by Washington Youth Soccer.

5.2 All Risk Management Appeals decisions are final.

6-Decisions

6.1 The adjudication of the appeal must be completed within **forty-five days (45)** of the filing of the notice of appeal in its completed form and completion of the validation/review.

6.2 The decision and/or disciplinary sanctions imposed as the result of a hearing of any appeal shall be binding at all levels, and shall be recognized by all affiliated organizations (leagues, tournaments, etc.).

Summary of changes

24August2013, Added pages two and three, titled Barriers to Abuse. Removed the times throughout the document. Removed the fees related to filing an appeal. Section 4.1.1 ,removed sections, 1, 2, and 3. Renumbered items 4 through 7.