



15622 Country Club Drive  
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## **WEST'S MINOR ATHLETE ABUSE PROTECTION POLICY (MAAPP)**

USA Swimming adopted a Minor Athlete Abuse Protection Policy (MAAPP) on April 29, 2019. All USA Swimming member clubs, including WEST, are required to implement the MAAPP in full by June 23, 2019. WEST has not only adopted the MAAPP as a stand-alone policy, but the individual provisions of the MAAPP are consistent with and have been incorporated into WEST's other written policies, including but not limited to WEST's Swim Team Code of Conduct, WEST Swim Team Travel Policy, WEST Swim Team Electronic Communications Policy, WEST Photography and Videography Policy, and WEST Locker Room Policies. WEST takes protection of minor athletes seriously, and WEST's policies are at least as protective, if not more protective of minors, than the MAAPP adopted by USA SWIMMING.

### **THIS POLICY APPLIES TO:**

- All USA Swimming non-athlete members;
- WEST athlete members over 18 years old;
- Participating non-members, including but not limited to:
  - meet marshals,
  - meet computer operators,
  - timers,
  - chaperones,
  - parent or other adult volunteers;
- LSC and club adult staff and board members;
- Junior coaches under the age of 18; and
- Any other adult authorized to have regular contact with or authority over minor athletes.

The term "Applicable Adult" refers collectively to all of the above.



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## GENERAL REQUIREMENT

USA Swimming requires WEST to implement this Minor Athlete Abuse Prevention Policy in full. Each athlete, parent, coach, and other Applicable Adult must review and agree to WEST's Minor Athlete Abuse Prevention Policy annually. WEST will retain the signed WEST's Minor Athlete Abuse Prevention Policy executed by such individuals.

## POLICIES

### ONE-ON-ONE INTERACTIONS

- A. Observable and Interruptible. One-on-one interactions (including a telephone call) between a minor athlete and an Applicable Adult (who is not the minor's legal guardian) must occur at a distance from another adult that is close enough so that the other adult can both observe the interaction and interrupt the interaction if necessary. The only exception is that an Applicable Adult can have a one-on-one interaction with a minor athlete without it being observable and interruptible in an emergency or with a Mental Health Care Professional and/or Health Care Provider in accordance with the policies below.

An interaction is "observable and interruptible" so long as the interaction takes place in such a way that another adult can see all the interactions that are happening and can interrupt the interaction by either a physical or vocal interruption if the other adult observes a questionable behavior in the moment that it is occurring.

An example of an "emergency" as used in this section includes a situation where an adult at the facility experiences a medical emergency leaving an Applicable Adult and a minor athlete without another adult in an observable and interruptible distance.

B. Meetings

1. As discussed above, meetings between a minor athlete and an Applicable Adult may only occur if another adult is present and where interactions can be easily observed at an interruptible distance from the adult, except under emergency circumstances or as described below.
2. If a one-on-one meeting takes place in a room, the door to the room must remain unlocked and open. If available, it must occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.



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3. Meetings must not be conducted in an Applicable Adult or minor athlete's hotel room or other overnight lodging location during team travel.

C. Meetings with Mental Health Care Professionals and/or Health Care Providers

If a Mental Health Care Professional and/or Health Care Provider meets with a minor athlete in conjunction with participation in a WEST event, including at a practice or competition site, a closed-door meeting may be permitted to protect patient privacy provided that:

1. The door remains unlocked;
2. Another adult is present at the facility;
3. The other adult is advised that a closed-door meeting is occurring; and
4. The minor athlete's legal guardian gives signed written consent in advance to the meeting(s) with the Mental Health Care Professional and/or Health Care Provider, with a copy of the signed, written consent provided to WEST.

D. Individual Training Sessions

An Applicable Adult and a minor athlete may conduct individual training sessions outside of the regular course of training and practice so long as another adult is present at the facility, the training session is observable and interruptible by the other adult, and the minor athlete's legal guardian is permitted to observe the training session.

## SOCIAL MEDIA AND ELECTRONIC COMMUNICATIONS

A. Content

All electronic communication from Applicable Adults to minor athletes must be professional in nature.

B. Open and Transparent



Absent an emergency, if an Applicable Adult with authority over a minor athlete needs to communicate directly with the minor athlete via electronic communications (including social media), the minor athlete's legal guardian must be copied.

If a minor athlete initiates a private communication to an Applicable Adult (with authority over the minor athlete), the Applicable Adult must copy the minor athlete's legal guardian on any response to the minor athlete.

If an Applicable Adult with authority over minor athletes communicates to more than one minor athlete, the Applicable Adult must copy another adult on the communication.

C. Requests to Discontinue

WEST will honor any written request by a minor athlete's legal guardian that their minor athlete not be contacted through any form of electronic communication by WEST. Similarly, Applicable Adults subject to this policy must honor a written request by a minor athlete's legal guardian that their minor athlete not be contacted through any form of electronic communication including social media posts.

D. Hours

Unless there is an emergency, electronic communications to minor athletes (including telephone calls, emails, or social media posts) may not be sent outside of the hours of 8:00 a.m. to 8:00 p.m. An example of an emergency necessitating a communication outside of the permitted times would be a communication to notify the team that early morning practice is cancelled at the last minute; however, the communication must relate to the emergency necessitating the communication.

E. Prohibited Electronic Communication

An Applicable Adult with authority over an unrelated minor athlete may not maintain a private social media connection with the minor athlete.

An Applicable Adult is not permitted to accept a new personal page request from an unrelated minor athlete on any social media platform.

An Applicable Adult with authority over an unrelated minor athlete must not send private, instant or direct messages to the minor athlete through social media platforms. If the Applicable Adult has a "non-private" electronic communication with a minor athlete, the legal guardian or another adult must be copied on the electronic communication in compliance with these policies.



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To the extent an Applicable Adult currently has an existing social media connection with an unrelated minor athlete, the Applicable Adult must terminate and discontinue the social media connection.

So long as it does not violate any of the other restrictions in WEST's policies, a minor athlete may "friend" or "follow" WEST on its official social media pages.

## TRAVEL

### A. Local Travel

Local travel consists of travel to training, practice and competitions that occurs locally and does not include coordinated overnight stay(s).

Unless agreed to in writing by a minor athlete's legal guardian, an Applicable Adult must not ride alone in a vehicle with an unrelated minor athlete, absent an emergency.

In any situation where the legal guardian of a athlete is driving their own athlete and unrelated minor athletes in any shared or carpool travel arrangement, the legal guardian must pick up their minor athlete first and drop off their minor athlete last.

### B. Team Travel

Team travel is travel to a competition or other team activity that WEST plans and supervises.

At least two Applicable Adults must be present during room checks and an "observable and interruptible" (described above) environment must be maintained.

Prior written permission from a minor athlete's legal guardian must be obtained if only one Applicable Adult and one minor athlete travel together alone to a competition.

Team Managers and Chaperones who travel with WEST must be USA Swimming members in good standing.

Applicable Adults must not share a hotel room, other sleeping arrangement or overnight lodging location (Air BnB, VRBO, camper, trailer, etc.) with an unrelated minor athlete. Minor athletes should be paired to share hotel rooms or other



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sleeping arrangements with other minor athletes of the same gender and of similar age.

When a minor athlete and an adult athlete share a hotel room or other sleeping arrangement, the minor athlete's legal guardian must provide advance written permission for the sharing arrangement.

Meetings held during team travel must be conducted consistent with the One-on-One Interactions section of this policy (i.e., any such meeting must be observable and interruptible). In any case, meetings must not be conducted in an individual's hotel room or other overnight sleeping location.

## LOCKER ROOMS AND CHANGING AREAS

### A. Requirement to Use Locker Room or Changing Area

Whenever an athlete or Applicable Adult changes, in whole or in part, into or out of a swimsuit, they must use the applicable designated locker room or changing area. Changing on the swim deck is prohibited.

### B. Use of Recording Devices

Use of any device's (including a cell phone's) capable of recording (including voice recording, still cameras, and video cameras) is prohibited in locker rooms, changing areas, or similar spaces.

### C. Undress

An unrelated Applicable Adult must not expose his or her breasts, buttocks, groin or genitals to a minor athlete under any circumstance.

Similarly, an Applicable Adult must not request that an unrelated minor athlete expose the minor athlete's breasts, buttocks, groin or genitals to the unrelated Applicable Adult under any circumstance.

Except for athletes on the same team or athletes attending the same competition, at no time are Applicable Adults permitted to be alone with an unrelated minor athlete in a locker room or changing area, except under an emergency.

WEST regularly and randomly monitors the use of locker rooms and changing areas to ensure compliance with this Policy. WEST randomly uses all of the following means of monitoring locker rooms and changing areas: a) conducting sweeps of the



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locker rooms and changing areas before and after use by athletes; b) posting staff directly outside the locker room or changing area during periods of use; c) leaving the doors open when adequate privacy is still possible; and d) making periodic and random sweeps of the locker rooms or changing areas with women checking on female locker rooms and men checking on male locker rooms.

Additionally, WEST makes every effort to recognize when a minor athlete goes to the locker room or changing area during practice and competition. If WEST notices that a minor athlete has not returned in a timely fashion, WEST will check on the minor athlete's whereabouts.

Legal guardians are discouraged from entering locker rooms and changing areas. A legal guardian may only enter a locker room or changing area if they are the same-sex as the athlete and the legal guardian has provided advance notice to a coach or other WEST staff member.

#### MASSAGES AND RUBDOWNS/ATHLETE TRAINING MODALITIES

As used in these policies, the term "Massage" means any massage, rubdown, athletic training modality including physical modalities (e.g., stretching, physical manipulation, injury rehabilitation, etc.) and electronic or instrument assisted modalities (e.g., stim treatment, dry needling, cupping, etc.).

Although WEST recognizes the benefits of Massage for athletes, WEST does not endorse any particular Massage procedure or Massage provider.

To the extent that any athlete or their legal guardian decide to employ Massage in connection with the athlete's activities at WEST, such Massage must be conducted in an open and interruptible location and must be performed by a licensed massage therapist or other certified professional.

A legal guardian of a minor athlete must be provided to WEST prior to any Massage of such Minor Athlete by a licensed massage therapist or other certified professional in connection with the minor athlete's activities at WEST.

To the extent a licensed massage therapist or other certified professional provides Massage services to a minor athlete in connection with the minor athlete's activities at WEST, the minor athlete's legal guardian must be allowed to observe the Massage and at least one other adult present in the room at all times during the Massage the room.



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

WEST coaches and other Applicable Adults affiliated with WEST may not perform a Massage on an athlete under any circumstance.

**By signing below I acknowledge and agree that I have read, understand, and agree to be bound by the policies set forth above.**

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

To the extent the signing person is signing in the capacity as the parent or guardian of a minor athlete, the minor athlete's name is: \_\_\_\_\_