



Arapahoe Youth Hockey League (AYHL)

POLICIES AND PROCEDURES

SAFESPORT PROGRAM

2023-2024 Season

Arapahoe Youth Hockey League (AYHL) is committed to improving the development, safety, and welfare of all players and members involved in hockey through our organization. Therefore, our organization supports the USA Hockey SafeSport Program and the CAHA SafeSport Program and requires all directors, officers, coaches, players, volunteers who have regular contact with minors and certain players to fully participate in the safety of all parties involved.

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Introduction

Introduction to the CAHA SafeSport Handbook

AYHL is committed to improving the skill development, safety, and welfare of our athletes. The SafeSport Program is designed to provide clear guidelines and expectations for all players, coaches, and organization members regarding:

1. Abuse or misconduct prevention strategies
2. Appropriate behavior
3. Effective response to concerns

Unfortunately, youth sports can be a place where misconduct, including physical and sexual abuse, has the potential to occur. This AYHL approved document will provide guidelines for appropriate behavior with the goal of minimizing the risk for abuse. These measures, while aimed at protecting youth, also serve to better protect adult coaches and volunteers.

USA Hockey and the Colorado Amateur Hockey Association (CAHA) have long maintained systems to protect their participants from physical abuse, sexual abuse, and other types of abuse and misconduct that can be harmful to youth hockey players and other participants. These include, without limitation: policies regarding physical abuse, sexual abuse, screening, locker room supervision, and hazing, as well as codes of conduct applicable to administrators, coaches, officials, parents, players, and spectators. All forms of abuse and misconduct are prohibited by CAHA. This SafeSport Handbook collects USA Hockey's and CAHA's various policies to protect its participants from all types of misconduct and abuse.

CAHA requires all members to fully participate in both the USA Hockey SafeSport Handbook and the CAHA SafeSport Handbook. In 2017, the U.S. Center for SafeSport (USCSS) opened and will now have jurisdiction over sexual misconduct reports and violations. CAHA members are required to report these violations to the U.S. Center for SafeSport, USA Hockey, your affiliate SafeSport Coordinator, or Michelle Peterson.

Definitions

Bullying

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 any USA Hockey sanctioned activities or events.

Examples of bullying prohibited by this policy include, without limitation: physical behaviors including punching, kicking, or choking, and verbal and emotional behaviors, including the use of electronic communications (i.e., cyber bullying) to harass, frighten, degrade, intimidate, or humiliate. Bullying does not include group or team behaviors that are reasonably designed to establish normative team behaviors or promote team cohesion. Bullying also does not include rough play or conduct between opponents that occurs during or in connection with a game that is covered by the USA Hockey Playing Rules. Such conduct should be addressed under the Playing Rules.

Threats

A threat to harm others is defined as any written, verbal, physical, or electronically transmitted expression of intent to physically injure or harm someone else. A threat may be communicated directly to the intended victim or to a third party. Threatening behavior is prohibited in any manner in connection with any USA Hockey sanctioned activities or events.

Any USA Hockey participant or parent of a participant who engages in any act of threatening or harassing behavior is subject to appropriate disciplinary action including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities. The severity and pattern, if any, of the threatening behavior and/or result shall be taken into consideration when disciplinary decisions are made.

Harassment

Harassment includes any pattern of physical and/or non-physical behaviors that are intended to (a) 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.

Examples of harassment prohibited by this policy include, without limitation, such non-physical offenses as (a) making negative or disparaging comments about a participant's gender, sexual orientation, gender expression, mental or physical disability, race, religion, skin color, ethnic traits, or other legally protected grounds; (b) displaying offensive materials, gestures, or symbols; and/or (c) withholding or reducing practice or playing time to a participant based on their sexual orientation, gender expression (not to include prohibitions on participation when eligibility is based on gender), disability, religion, skin color, ethnic traits, or any legally protected grounds. Sexual harassment is a type of harassment covered under the USCSS Policies and Procedures.

Hazing

Hazing includes any conduct which is intimidating, humiliating, offensive, or physically harmful. Hazing conduct is typically an activity that serves as a condition for joining a group or being socially accepted by a group's members.

There shall be no hazing of any participant involved in any of USA Hockey's member programs by any employee, volunteer, independent contractor, or other participant.

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 (e.g., grossly inappropriate or provocative clothing) or public displays (e.g., public nudity) that are illegal or meant to draw ridicule; beating, paddling, or other forms of physical assault; and verbal abuse or threats or implied threats. The activity known as "locker boxing" (fighting with helmet and gloves) is also a form of hazing that can produce head trauma in children and young adults and is prohibited in any USA Hockey member program.

CAHA SafeSport Program

The CAHA SafeSport Program is a set of policies and procedures at the state level created by the Colorado Amateur Hockey Association (CAHA) aimed at the protection of its players, members, staff, and volunteers through the prevention of abuse and misconduct. All CAHA members, leagues, associations, and independent teams must adhere to the Program.

CAHA SafeSport Coordinator

The CAHA SafeSport Coordinator is responsible for monitoring association and team compliance with the USA Hockey SafeSport Program and the CAHA SafeSport Program.

Covered Individuals

Jurisdiction over covered individuals pursuant to the U.S. Olympic Committee (USOC) National SafeSport Policy, the jurisdiction of the USCSS, applies to (collectively “covered individuals”):

1. Any individual who currently is, or was, at the time of a possible SafeSport code violation, within the governance or disciplinary jurisdiction of the National Governing Body (NGB), and/or who is seeking to be within the governance or disciplinary jurisdiction of the NGB, for example through application for membership.
2. All individuals, both athletes and non-athletes, formally authorized, approved, or appointed by an NGB or the USOC (i) to a position of authority over athletes or (ii) to have frequent contact with athletes.
3. Additional individuals an NGB identifies as being within the Office’s jurisdiction.

USA Hockey has determined that covered individuals within USA Hockey and its programs include:

1. Those persons registered with USA Hockey as registered participant members (players and coaches), referees, and the “ice manager/volunteer” category.
2. All persons serving as a member of USA Hockey’s board of directors; on a national-level council, committee, or section; or in any other similar positions appointed by USA Hockey.
3. All coaches, officials, or staff (e.g., trainers, physicians, equipment managers) for any USA Hockey team, camp, or national-level program.
4. All USA Hockey national staff.
5. Any person who is elected or appointed by a USA Hockey affiliate or member program to a position of authority over athletes or who has frequent contact with athletes (even if not registered with USA Hockey).

Child Physical Abuse

Abuse, child abuse, or neglect means an act or omission that threatens the health or welfare of a child in one of the following categories:

- Skin bruising, bleeding, malnutrition, failure to thrive, burns, fracture of any bone, subdural hematoma, soft tissue swelling, or death, and:
 - The condition or death is not justifiably explained.
 - The history given concerning the condition is at variance with the degree or type of such condition or death.
 - The circumstances indicate that the condition may not be the result of an accidental occurrence.
- A controlled substance is manufactured in the presence of a child, on the premises where a child is found, or where a child resides.

- A child tests positive at birth for either a Schedule I or II controlled substance, unless the child tests positive for a Schedule II controlled substance as a result of the mother's lawful intake of such substance as prescribed.

Physical Abuse and Misconduct in Sport

Physical abuse 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 abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury. Physical abuse may also include intentionally hitting or threatening to hit an athlete with objects or sports equipment. Physical abuse behaviors include but are not limited to the following: pulling, kicking, hitting, punching, slapping, pulling hair, pulling ears, grabbing, shoving, and hazing.

In addition to physical contact or the threat of physical contact of a participant, physical abuse also includes providing alcohol to a participant under the age of consent and providing illegal drugs or nonprescribed medications to any participant.

It is the policy of USA Hockey that there shall be no physical abuse of any participant involved in any of its member programs by any employee, volunteer, independent contractor, or other participant.

Sexual Abuse, Child Sexual Abuse and Misconduct

Sexual abuse involves any sexual activity with a minor 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 minor understands the sexual nature of the activity. The 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. Many times, this behavior involves a minor and a person in a position of trust or power.

Prohibited sexual misconduct also includes romantic or sexual relationships between adults, such as coaches or others in a position of trust and authority, and minor participants.

All forms of sexual abuse and misconduct involving a covered individual will be investigated by the U.S. Center for SafeSport.

Emotional Abuse

Emotional abuse means an identifiable and substantial impairment or a substantial risk of impairment of a participant's intellectual or psychological functioning or development. Examples of emotional abuse prohibited by this policy include, without limitation: a pattern of (a) verbal behaviors such as (i) attacking a participant personally (e.g., calling them worthless, fat, or disgusting) or (ii) repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive motivational purpose; (b) physically aggressive behaviors such as (i) throwing sports equipment, water bottles, or chairs at or near participants or (ii) punching walls, windows, or other objects; and/or (c) acts that deny attention and support, such as ignoring a participant for extended periods of time or routinely or arbitrarily excluding participants from practice or training.

Misconduct

Misconduct is conduct which results in harm, the potential for harm, or the imminent threat of harm. Age is irrelevant to misconduct. The six types of misconduct in sports are: emotional, physical, sexual, bullying, harassment, and hazing.

Minor

A minor is a participant under the age of 18.

Peer-to-Peer Sexual Abuse and Misconduct

Approximately one third of all sexual abuse occurs at the hands of peers, including other minors, and the obligation to report extends to peer-to-peer sexual abuse. Peer-to-peer sexual abuse covers sexual activity between minors without equality or as a result of coercion, physical force, threats, trickery, or emotional manipulation to elicit cooperation. There can be an aggressor, an age difference, or an imbalance in power or intellectual capabilities.

Grooming Behaviors

Grooming is the process of desensitization that predators use on minors to prepare and trick them into accepting sexual abuse. Grooming is a way for the perpetrator to gain trust and confidence in the process of drawing the victim into a secret sexual relationship. Grooming can include, but is not limited to, targeting a victim, isolation, meeting the minor's needs, giving a child special attention, buying gifts, and having power and control over the minor.

Participant

A participant is any person who is registered with USA Hockey or an affiliate or member program, and further includes, even if not so registered, any person who has regular, routine, or frequent access to or supervision over minor participants, and all persons in a supervisory position of a USA Hockey member program.

Responsible Adult

Responsible adult shall mean and refer to a person within a member program who has either been assigned or has assumed certain duties within a local program or for a particular team.

SafeSport Program

The SafeSport Program is the Olympic Community's initiative to recognize, reduce, and respond to misconduct in sport.

U.S. Center for SafeSport

USA Hockey has delegated the jurisdiction and authority to the U.S. Center for SafeSport to (1) investigate all reports or allegations of sexual abuse or misconduct (as referenced in Section 1 under Sexual Abuse and Misconduct Policy and defined by the U.S. Center for SafeSport), (2) issue any interim suspension or measures pending conclusion of an investigation, (3) make recommendations for sanctions or disciplinary action as a result of such an investigation, and (4) adjudicate such matters.

USA Hockey SafeSport Program

The USA Hockey SafeSport Program is a set of policies and procedures that assist organizations in the prevention of abuse and misconduct as well as providing required training, a screening and background check program, reporting and responding policies, and instructions on how to monitor and supervise. For more information on the USA Hockey SafeSport Program, visit <https://www.usahockey.com/safesportprogram>.

USOC

USOC refers to the United States Olympic Committee.

USCSS

USCSS refers to the U.S. Center for SafeSport.

USCSS Policies and Procedures

USCSS Policies and Procedures are those certain procedures adopted by the USSCS for the U.S. Olympic and Paralympic Movement's sport National Governing Bodies, which may be found at <https://uscenterforsafesport.org/response-and-resolution/policies-and-procedures/>.

Resource Page

Child Abuse Information	www.childwelfare.gov
CAHA SafeSport Coordinator - vacant	
Acting CAHA SafeSport Coordinator is current CAHA President	(303) 901-6554
Brian Smith	
Arapahoe County Sheriff's Office HQ	(303) 795-4711
Arapahoe County Human Services	(303) 636-1130
Courtney Striker - SafeSport Coordinator	ayhlsafesport@gmail.com (303) 335-6868
Sex Offender Registration Website	apps.colorado.gov/apps/dps/sor
USA Hockey SafeSport Number	(800) 888-4656
USA Hockey SafeSport Email	SafeSport@usahockey.org
USA Hockey SafeSport Website	www.usahockey.com/safesportprogram
U.S. Center for SafeSport	www.safesport.org Phone: (720) 524-5640

For the following USA Hockey SafeSport sections, please go to www.usahockey.com/safesport or click on the links below.

- [SafeSport Education and Awareness Training](#)
- [SafeSport Screening and Background Program](#)
- [SafeSport Responding to Abuse and Other Misconduct](#)
- [SafeSport Monitoring and Supervision of the Program](#)

Colorado Child Abuse Reporting Laws

What Constitutes Abuse: Abuse is an act or omission where a child is subjected to sexual assault, molestation, exploitation, emotional abuse, or prostitution; where a child is in need of food, clothing, shelter, medical care, or supervision because a parent or guardian fails to provide; where a child exhibits evidence of skin bruising, bleeding, malnutrition, burns, fractures, etc.; or where circumstances indicate a condition that may not be the product of an accidental occurrence.

Mandatory Reporting: Mandatory reporting applies to physicians, child health associates, dentists, chiropractors, nurses, hospital personnel, school employees, social workers, mental health professionals, veterinarians, peace officers, pharmacists, psychologists, firefighters, victim's advocates, commercial film and photographic print processors, clergy, and paid coaches of youth sports organizations.

Basis of Report of Abuse/Neglect: Reporting is required when there is reasonable cause to know or suspect that a child is subject to circumstances or conditions which would reasonably result in abuse or neglect.

To Whom Reported: Abuse must be reported to the county or district department of social services or a local law enforcement agency.

Penalty for Failure to Report or Making a False Report: A willful violation constitutes a Class 3 misdemeanor plus liability for proximately caused damages.

For more information and definitions, go to www.childwelfare.gov.



AYHL Club Code of Conduct

Arapahoe Youth Hockey League is fully committed to safeguarding the welfare of all players and members of our organization. AYHL recognizes the organizational responsibility to promote safe practices to protect players from abuse and misconduct. AYHL has adopted clear guidelines and protocols to minimize the opportunity for abuse and misconduct and to help staff, volunteers, and parents to recognize inappropriate or undesirable behavior. AYHL is committed to embracing differences and diversity and to respecting the rights of all players and members.

I, _____ will follow these guiding principles:

- The welfare of each player is the primary concern.
- The rights, dignity, and worth of all players should always be respected.
- All players, whatever their age, culture, race, ethnicity, mental or physical disability, ability, gender, language, racial origin, socio-economic status, sexual orientation, gender expression, genetics, religious belief, sexual identity, or skill level, have the right to protection from all forms of abuse or misconduct.
- YOUR NAME will work in partnership with parents, players, staff, and volunteers to promote the welfare, health, and development of all players.

I, _____ will:

- Promote and implement the USA Hockey and CAHA SafeSport Programs to safeguard the wellbeing of all players and to prevent the occurrence of abuse and misconduct.
- Recruit, train, support, and supervise staff, members, and volunteers to reduce the risk of and protect players from abuse.
- Require staff, members, and volunteers to adopt and abide by the USA Hockey and CAHA SafeSport Programs.
- Respond to and report any allegations, disclosures, or concerns of misconduct or abuse of a player as stated in the USA Hockey and CAHA SafeSport Programs.
- Regularly monitor and evaluate the implementation of the SafeSport Program and make any necessary changes.
- Have open and regular communication with a player's parent(s) or guardian(s) regarding any concerns or issues.

Electronic Communication Policy

Arapahoe Youth Hockey League understands that social media is a popular communication tool for players, parents, and coaches. AYHL is also aware that social media is a venue where inappropriate behavior and misconduct can occur. The risks associated with social media include inappropriate access, sharing personal information, bullying, unwanted and unsupervised contact between adults and minors, receiving unwanted material, online grooming for sexual abuse, and actual unlawful sexual exploitation.

Failure to comply with USA Hockey and CAHA SafeSport Program guidelines can result in disciplinary action. AYHL has a **zero-tolerance** rule when it comes to player safety and preventing abuse and misconduct.

Coaches are prohibited from having players joined to or connected through their personal Facebook page or any other similar social media application.

Texting, Email and Similar Electronic Communications

If it is necessary for a coach or staff member to send a direct text message or email to a player, the following guidelines must be applied:

- A parent (or guardian) **must** be copied.
- The message must be signed to clearly identify which person or what organization is sending the message. Just using the number or email address for identification is not sufficient.
- The message should be non-personal and for the purpose of communicating information about team activities.
- The message should never include or contain offensive, sexual, or inappropriate language or photos.
- The time of day and the number of messages sent should be considered.
- Records should be kept of every coach's current cell number and email accounts.

When a player feels the need to text or email a coach or staff member, the following guidelines must be applied:

- A parent (or guardian) **must** be copied.
- The message sent should only contain information regarding organization, team, or club activities.

Social Media (Facebook, Snapchat, and Similar Sites)

- Coaches are not to have contact with players on any social media application.
- Players are **never** to post pictures of other players or club members that can be hurtful or embarrassing or without their permission.
- Protecting the identity and privacy of all YOUR NAME players is required. Do not post names, photos, or identifying information at any time.

- Players and parents can “friend” the official AYHL page, and coaches can communicate to players through the page. The communication must be open, transparent, and professional in nature and for the purpose of communicating information about the team or club activities.
- Social media sites should not be used to abuse or criticize the organization, members, or players.

Request to Discontinue All Electronic Communication or Imagery with Athlete

Following receipt of a written request by the parents of a minor player that their child not be contacted through any form of electronic communication (text, email) by coaches or other adults in the program, the local program, team, coaches, and administrators shall immediately comply with such request without any repercussions.

Locker Room Policy

Arapahoe Youth Hockey League wants all players to be safe on and off the ice. AYHL is also aware that locker rooms provide a place where abuse and misconduct can occur. Players are particularly vulnerable in locker rooms due to various stages of dress and undress and because players are less supervised. Player-to-player issues such as sexual abuse, bullying, hazing, and harassment often occur when players are not supervised.

Adherence to locker room guidelines can reduce opportunities for misconduct and abuse. It will also allow for a fun and safe place for players while still holding to hockey traditions. AYHL asks that players and coaches follow USA Hockey and CAHA SafeSport Program guidelines at all times.

Arapahoe Youth Hockey League requires all players and coaches to immediately report to their Hockey Director any and all misconduct, abuse, or violations.

All programs are responsible for working with their teams and coaches to adequately ensure that locker room monitors are in place at all appropriate times. It is the policy of USA Hockey that all USA Hockey member programs must have at least one responsible screened adult (which may include coaches, managers, or other volunteers) present and monitoring the locker room during all team events to supervise conduct and to assure that only participants (coaches and players), approved team personnel, and family members are permitted in the locker room.

Player Behavior

- Locker rooms and showers should be used only by same-aged peers when possible, with no mixed gender allowed.
- Opposite-sex players should be provided separate changing and showering facilities.
- The showers are for showering only. No horseplay, urinating on others, physical contact, sexual activity, or any other form of misconduct is allowed.
- No bullying, hazing, harassment, discrimination, fighting, or locker boxing is allowed.
- Players are not permitted to touch another player's genital area or their own in a way that will make others uncomfortable.
- The use of a mobile device's recording capabilities in the locker rooms is prohibited at any USA Hockey sanctioned event, although it may be acceptable to take photographs or recordings in a locker room in such unique circumstances as a victory celebration, team party, etc., where all persons in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken.
- No pornographic materials are permitted in the locker room.
- Nudity is to be kept to a minimum. After showering, players are asked to dress quickly.
- No drugs, alcohol, or other illegal substances are allowed.
- No physical contact of a sexual nature is allowed between players.
- The locker room is not a place to criticize or humiliate teammates.

- Showering and changing at the club/organization is optional.

Co-Ed Locker Rooms

As hockey is a team sport in which youth teams can often include both male and female players, special circumstances may exist that can increase the chance of abuse or misconduct. If the team consists of both male and female players, both male and female privacy rights must be given consideration, and appropriate arrangements must be made. It is not acceptable under USA Hockey's sexual abuse policy for persons to be observing the opposite gender while they dress or undress. There are a variety of ways to comply with the above tenets, and what works may depend on the locker rooms that are available at a particular facility. Where possible, male and female players should undress/dress in separate locker rooms and then convene in a single locker room prior to the game or team meeting. Once the game is finished, the players may come to one locker room before male and female players proceed to their separate locker rooms to undress and shower (separately), if available. If separate locker rooms are not available, then the genders may take turns using the locker room to change and then leave while the other gender changes. When separate locker rooms are used, both locker rooms must be properly monitored. Where possible, when both male and female players are together in the locker room, there should be at least two adults in the locker room who have been properly screened in compliance with the USA Hockey screening Policy.

Coach Behavior

- Any responsible adult who monitors and supervises a locker room shall have completed SafeSport training and a background check through the association.
- Acceptable locker room monitoring could include having locker room monitors inside the locker room while participants are in the locker room, or it could include having a locker room monitor in the immediate vicinity outside the locker room (near the door within arm's length, so that the monitor can sufficiently hear inside the locker room) who also regularly and frequently enters the locker room to monitor activity inside.
- If the monitors are inside, then it is strongly recommended that there be two monitors, both of whom have been screened.
- If a coach needs to speak to an individual player in the locker room, the door must remain open or another coach or parent must be present.
- Coaches should have a separate place to change and shower.
- Coaches are never to be nude among players.
- Locker room monitors are to report any SafeSport violations, misconduct, or abuse immediately and following the reporting guidelines.

Hazing, Bullying, and Sexual Harassment Policy

Arapahoe Youth Hockey League feels strongly that hazing, bullying, sexual harassment, initiation rituals, and physical punishments are not permitted within the organization. **Any form of conduct by the team, coach, or an individual in an attempt to bond with or take action against another individual or group of individuals which results in abuse, harassment, intimidation, or any form of degradation is prohibited. This applies to conduct by any player, coach, volunteer, or member of AYHL.**

Players and coaches are also **required** to follow the USA Hockey and CAHA SafeSport Hazing and Bullying Guidelines.

Arapahoe Youth Hockey League is committed to offering an environment that is free of intimidation and abuse, and the organization has **zero tolerance** for misconduct. AYHL requires all members to report any of the following behaviors.

Hazing

Hazing can be defined as any action, whether physical, sexual, verbal, mental, emotional, or psychological, which subjects another person or group, voluntarily or involuntarily, to a result that has the intended or unintended effect of abusing, mistreating, degrading, humiliating, harassing, or intimidating the person who may be younger, weaker, or have less power. These behaviors are prohibited by players, coaches, parents, or any member or associate of Arapahoe Youth Hockey League.

Hazing misconduct that is prohibited by AYHL includes, but is not limited to, the following examples.

Hazing Behaviors

- Forced consumption of alcohol, drugs, or other substances
- Shaving of body parts
- Any activity that is illegal, perverse, or publicly indecent
- Vandalism of any property, or forced participation in pranks
- Dietary restrictions, sleep deprivation, disturbing individuals during normal sleep hours, or creation of excess fatigue or other unhealthy behaviors
- Calisthenics intended as a physically abusive exercise
- Physical abuse of any kind (paddling, whipping, or beating)
- Mentally abusive or demeaning behavior
- Forced tattooing, branding, or public stunts
- Road trips, kidnapping, drop offs, or any other such activity
- Subjecting a member to cruel and unusual psychological conditions
- Morally degrading or humiliating games or activities
- Verbal or cruel harassment including yelling and screaming

- Participation in sexual rituals or assaults and/or required nudity or contact
- Deception or threat contrived to convince the new member that they will not be permitted to join
- Required songs, chants, yelling, or screaming
- Activities that promote or encourage the violation of state laws and club policy

Hazing does not include challenging team workouts or assigning team duties to specific players.

Bullying

Bullying can occur when there is an imbalance of power and the person who is older, larger, stronger, or more aggressive uses their power to control or harm someone in a weaker position. The person conducting the bullying has the intent or goal to cause harm (i.e., the act is not accidental), and the action is usually repetitious.

Bullying misconduct that is prohibited by Arapahoe Youth Hockey League includes, but is not limited to, the following examples.

Bullying Behaviors

- Physical pushing, kicking, hitting, pinching, slapping, punching, etc.
- Name calling, sarcasm, spreading rumors, persistent teasing, and emotional torment through ridicule, humiliation, and/or the continual ignoring of individuals
- Racial taunts, graffiti, and gestures
- Sexual comments and/or suggestions
- Unwanted physical contact
- Socially spreading rumors
- Leaving players out of group activities or telling them they are unwanted
- Cyberbullying, which includes using the Internet, email, texting, mobile phones, social media, or other digital technologies to do harm to others

Sexual Harassment

Sexual harassment is unwanted, often persistent, sexual attention and any other behavior with sexual overtones that creates a hostile work or learning environment.

Sexual harassment misconduct that is prohibited by Arapahoe Youth Hockey League includes, but is not limited to, the following examples.

Sexual Harassment Behaviors

- Written or verbal abuse threats, physical contact, sexually graphic literature, sexual advances, or demands for sexual favors
- Sexually oriented comments or jokes, lewd comments or sexual innuendoes, or taunts about a player's body or dress

- Intimidating sexual remarks
- Physical contact, fondling, pinching, or kissing
- Offensive phone calls or photos and/or bullying on the basis of sex
- Sexual violence such as sexual assault, rape, and sexual coercion

Physical Contact Policy

It is sometimes appropriate and necessary to have direct physical contact with players in order to develop their skills. These guidelines have been created to provide practical guidance for Arapahoe Youth Hockey League coaches and those working directly with players to keep players safe and to promote a safe environment for staff and other members. Rules for physical contact must be set to reduce the potential for misconduct. Players, coaches, volunteers, and organization members are required to follow these guidelines and to immediately report those who violate them.

Appropriate Physical Contact

- Physical contact that takes place in public or in the presence of others
- Physical contact for the purpose of developing skills or techniques
- Physical contact with no potential for physical or sexual intimacies during the contact
- Contact that is for the benefit of the player and not to meet an emotional or other need of an adult
- Celebratory gestures such as high fives, fist bumps, or pats on the back, shoulder, and head
- Consolation gestures such as publicly embracing a crying athlete
- Physical contact to assist an injured player off the ice, prevent an injury, or treat an injury
- Touching in a non-threatening, non-sexual manner

Prohibited Physical Contact

- Lap sitting
- Lingering or maintaining prolonged or repeated embraces that go beyond what is appropriate
- Slapping, hitting, punching, kicking, or any other physical contact meant to discipline, punish, or achieve compliance from an athlete
- Playful, yet inappropriate contact that is not a part of regular training (e.g., tickling, horseplay, wrestling)
- Continued physical contact that makes an athlete visibly uncomfortable
- Contact involving touching of the genital area, buttocks, or breasts
- Physical contact that intentionally causes or has the potential to cause the player to sustain bodily harm or injury
- Physical or sexual abuse, harassment, or misconduct
- Kissing, back rubs, or massages

Coach Behavior Policy

If Arapahoe Youth Hockey League coaches choose to offer private lessons, they will be required to follow organizational guidelines.

AYHL expects all coaches to abide by appropriate player/coach conduct. Arapahoe Youth Hockey League mandates that coaches put player safety first and that they are always aware of their own actions and behaviors and the possible consequences. All staff members and volunteers should be encouraged to demonstrate exemplary behavior in order to promote the player's welfare and reduce the likelihood of abuse. Coaches should always:

- Follow USA Hockey and CAHA SafeSport Taking and Use of Photographs and Recorded Images of Players Guidelines.
- Follow USA Hockey and CAHA SafeSport Physical Contact Guidelines.
- Work in open environments visible to others.
- Try to provide lessons with other coaches at the same time.
- Maintain a safe and appropriate distance when working with kids to avoid any confusion.
- Avoid being alone with a player. Instead, have another coach or parent present.
- Have conversations on the ice or in public, and never behind closed doors.
- Move meetings that may start in private into public areas.
- Avoid changing or dressing with a minor when providing private lessons.
- During lessons, adhere to the purpose of the lesson and avoid horseplay or rough, physical, or sexual play or games.
- Have another coach or parent join any discussion over sensitive issues related to the sport that might have the potential to upset a player.
- Hold private lessons at appropriate locations and times. No lessons may be held at places or times that could cause confusion about the purpose of the lesson or the nature of the relationship.
- Avoid exchanging gifts unless they are part of a team activity with full participation.
- Avoid socializing with players outside of hockey. Do not participate in dinners, movies, or activities alone with an athlete and unrelated to hockey.

Employees, coaches, and volunteers who are also a player's parent or guardian may provide shared transportation for any player(s) if they pick up their player first and drop off their player last.

If any of the following occur, they must be reported to your SafeSport Coordinator immediately.

- If a player seems unreasonably upset
- If a player is sexually inappropriate with you or another player
- If a player questions any of your actions or behaviors

- If a player misunderstands or misinterprets any actions or behaviors on your part
- If a player discloses abuse, misconduct, or questionable behavior by another player, coach, or other person
- If you become aware of any general overall concern for a player during your time together

Travel Policy

Arapahoe Youth Hockey League recognizes the importance of travel for competitive hockey teams and expects respectable and mature behavior for all participants both at home and away. AYHL also understands the additional risk of misconduct during overnight travel. Staff members are encouraged to have parents arrange all local travel requirements.

The following guidelines are a requirement for players who wish to travel with their team. Any violation of these guidelines will result in disciplinary actions. Coaches and players are to report any violations to the Hockey Director or SafeSport Coordinator immediately.

Player Behavior

- Travel guidelines must be agreed upon and signed by players before travel is permitted.
- Players are not permitted in a coach's room alone. Players may enter a coach's room only as a team.
- Players should always travel in pairs when leaving the premises.
- Drugs, alcohol, and other illegal substances are prohibited in players' rooms.
- Pornographic material is prohibited among players and in rooms during travel.
- Roommates will shower alone and allow for privacy of others when changing.
- No guests other than teammates are allowed in players' rooms.
- Players are required to follow all travel rules and codes of conduct.
- Players will have access to their parents without permission of the coach but must be within the parameters of curfew times. Visits with parents outside of curfew times need to be discussed with coaches prior to the curfew breach.
- Players involved in a romantic relationship shall not share a hotel room or sleeping arrangements with each other.

Coach Behavior

- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with a minor player unless the coach is the parent, guardian, or sibling of the player or unless the parent or guardian of the minor player is also sharing the same hotel room (e.g., two adults, one or both of whom is a coach, and their children, share a hotel room).
- It is strongly recommended that organizations and teams incorporate parent consent for any minor player who will travel without their parents.
- Coaches, parents, and other adults are not allowed in a player's room except for emergencies.
- Coaches are only allowed in a player's room if accompanied by another adult or coach.
- Sleeping arrangements will be decided by the coach, based on age, gender, and personality prior to departure.

- Coaches should pre-determine what locations players are free to visit, their curfew time(s), and when and where team meetings will be held.
- Coaches and team chaperones should have rooms near the players' rooms.
- If a meeting inadvertently begins in private, the meeting should be moved to an open and observable location.
- Coaches and other assigned adults should conduct room checks together at curfew time(s).
- Players will have access to their parents without permission of the coach.
- Coaches are not permitted to drive or transport players alone unless an emergency medical need exists. If the coach is a parent, they can drive other athletes as long as their child is in the car at all times.
- When a player is traveling without parents, coaches are required to notify the player's parents before taking disciplinary action other than playing time during a game.
- Besides coaches, another adult should be present and should assist with child-safety issues and the welfare of the children during travel.

Billeting Policy

It is recognized that some youth and junior hockey players do leave home to play hockey in a location away from their parents. In those circumstances, the organization or team typically arranges for the player to live with a host or billet family. Having youth players live outside their homes increases the risk for abuse and misconduct to occur. All organizations and teams that arrange for players to live with billet families shall have written policies and procedures in place to govern the arrangement. All USA Hockey billeting policies and procedures shall be followed including the following requirements:

- No more than two players should be housed with any one billet family. (Note: At the Junior level, there may be exceptions to the number of players permitted in one billet home if approved by the USA Hockey Junior Council.)
- All adults living in the household of the billet family shall be screened in accordance with the USA Hockey Screening Policy prior to the player moving in with the family.
- It is strongly recommended that all billet families be two-parent homes. Single-parent billet families may be acceptable, but the organization or team shall take additional reasonable steps to regularly monitor the billeting arrangement and its compliance with the USA Hockey SafeSport Policies.
- All adults living in the household of the billet family shall have completed training in compliance with the Education and Awareness Training Policy prior to the player moving in with the family.
- Billet families and the player and player's parents shall all sign an agreement with the organization and/or team that they will comply with the rules and regulations for the billeting arrangement and the USA Hockey SafeSport Policies.

- Based upon the requirements of the jurisdiction, the player's parents shall sign and provide a power of attorney and/or guardianship (as necessary by applicable state law) to the billet family adults to allow for them to make emergency medical and schooling decisions.
- Each team shall have a billet coordinator who shall be responsible for overseeing compliance with the Billeting Policy and all other USA Hockey SafeSport policies.
- The team shall have a mandatory curfew for all billeted players. The host family may have an earlier curfew.
- Players shall agree to comply with the house rules of the billet families, including curfews, chores/cleaning, telephone usage, etc. Complaints about unusual rules shall be addressed with the team billet coordinator.
- Players shall not stay overnight at any other home except with the permission of the player's parents and with advance notification to the billet family and team billet coordinator.
- Players are not to drive billet family vehicles without automobile liability insurance, as required by applicable state law, and documentation and approval of the billet family.
- The organization's/team's billeting policy shall include requirements that the billet family maintain appropriate homeowners/renters insurance.
- Players staying with a billet family shall be permitted to make regular check-in phone calls to parents. Team personnel and billets shall allow for any unscheduled check-in phone calls initiated by either the player or parents.

Reporting Abuse and Responding to Concerns

Arapahoe Youth Hockey League believes it is the responsibility of all members, participants, staff, volunteers, parents, and players to report concerns about abuse or misconduct.

It is NOT the organization's responsibility to decide the credibility or validity of a report of concern. The organization only has the responsibility to report it.

The organization should not attempt to evaluate or investigate the report or be concerned with false reporting, but instead should respond appropriately and swiftly to avoid further distress to the victim. Everyone at AYHL is required to immediately report any and all concerns regarding sexual abuse, physical abuse, emotional abuse, bullying, hazing, coach misconduct, player misconduct, and any other forms of inappropriate behavior to the appropriate investigative agency, such as:

- Your organization's SafeSport Coordinator.
- USA Hockey SafeSport.
- The CAHA SafeSport Coordinator.
- The U.S. SafeSport Center (for all reports of ***covered individuals*** involving a sexual component).
- Law enforcement or social services.

Reporting Policy

It is the policy of USA Hockey and CAHA SafeSport Programs that every employee or volunteer of any USA Hockey sanctioned program must report:

1. **Suspicions or allegations of child physical or sexual abuse.** These are to be reported to the appropriate law enforcement authorities or social services agency.
2. **Actual or perceived violations of the USA Hockey and CAHA SafeSport Programs.** These are to be reported to USA Hockey, CAHA, and local SafeSport Coordinators.
3. **Any violations of CAHA policies prohibiting emotional abuse, sexual harassment, bullying, threats, and hazing.** These are to be reported to the appropriate member and CAHA SafeSport Coordinators.

A report must be made when the reporter suspects or has reason to believe that a child has been abused or neglected, or when the reporter has knowledge of, or observes a child being subjected to, conditions that would reasonably result in harm to the child.

Further, in addition to any legal obligation to report sexual abuse or misconduct to law enforcement authorities, all covered individuals are required to and shall promptly report any alleged violations of the Sexual Abuse and Misconduct Policy to either the USCSS or to USA Hockey as set forth below and in Section 4 of the USCSS Policies & Procedures. A covered individual's failure to report may subject such person to disciplinary action by the USCSS.

Concerns, suspicions, or suspected grooming behaviors are to be reported immediately to the SafeSport Coordinator.

Responding to Concerns

There are a number of reasons for which a person might need to report a concern, such as in response to:

- Something a young person has said to them (i.e., a disclosure).
- Signs or suspicions of abuse.
- Allegations made against an organization member, staff member, or volunteer.
- Allegations made about a parent or someone not working within the organization.
- Bullying or hazing.
- Violation of USA Hockey and CAHA SafeSport Procedures.
- Observation of inappropriate behavior.
- Anything that makes the reporter uncomfortable based on inappropriate behavior by an adult or player.

It should be clear that even if the incident occurred outside of Arapahoe Youth Hockey League, it should still be reported to authorities. Know that authorities have professional experience in interviewing child victims about abuse, and it is not AYHL's job, so do not attempt to interview any child about a disclosure.

Always:

- Stay calm.
- Reassure the person reporting concerns that they have done the right thing.
- Avoid judgement.
- Listen carefully and take it seriously.
- Write down exactly what the person reporting concerns says using their own words.
- Ask open-ended questions only to clarify who, what, where, and when.
- Let the person reporting concerns know that you have to tell someone.
- Report the incident to appropriate authorities.
- Let the person reporting concerns know what your next steps are and with whom you will be sharing the information.
- Fill out the appropriate forms.

Never:

- Panic.
- Show disbelief.
- Project your own reactions onto the child.

- Make promises you cannot keep or assure confidentiality.
- Make the person reporting concerns repeat the information unnecessarily.
- Delay reporting to your supervisor and local authorities.
- Make assumptions.
- Approach the alleged abuser.
- Take sole responsibility for the information you have.
- Try to investigate the allegations.
- Make negative comments about the alleged perpetrator.
- Share personal information about you or your child.
- Probe for more information.

Record:

- The reporting person's full name, age, date of birth, home address, and telephone number.
- Any time, date, or relevant information.
- Whom the concern is regarding.
- An account of what happened, using the reporter's words.
- Documentation of any visible injuries.
- Documentation of your next steps.
- Documentation of the date and time of informing the Hockey Director.
- Documentation of the date, time, and person you spoke to at the law enforcement or social service agency.

Confidentiality

To the extent permitted by law, and as appropriate, Arapahoe Youth Hockey League will keep confidential the complainant's name upon request and avoid making public the names of potential victims, the accused perpetrator, or people who made a report of physical and sexual abuse to the authorities.

Immediate Suspension or Termination

When an allegation of abuse or misconduct is made against a staff member, player, or coach, that individual will be removed from interaction with players immediately and the organization will cooperate with the investigation and conduct its own internal investigation, if necessary.

No one is assumed guilty based upon a reported concern, but player safety is paramount, and therefore suspensions are appropriate until the investigation is complete.

Hiring Guidelines

When Arapahoe Youth Hockey League hires a new staff member or volunteer, child sexual abuse prevention screening will be included in the general screening process. This process is for all adults and youth who are looking for employment or volunteer positions within the organization. AYHL will not make exceptions for applicants familiar with the organization or who are past employees.

While no screening can identify every potential child abuser, an organization can reduce the risk by learning as much as possible about an applicant and, most importantly, their interest in working with youth. AYHL believes that the SafeSport Program will deter coaches who may be at risk for abusing players from applying with the organization.

Arapahoe Youth Hockey League will follow the USA Hockey and CAHA SafeSport Screening Programs.

Educate Applicants

- Share your USA Hockey and CAHA SafeSport Policies with all applicants. This will make applicants aware of the organization's dedication to abuse and misconduct prevention and might deter some applicants.
- Share all codes of conduct with applicants.
- Inform applicants that signature and full participation in the SafeSport Program is required.
- Ask if the applicant has any problems with the SafeSport Programs or Codes of Conduct.
- Ask what type of supervision the applicant prefers to work under.
- Question the applicant with specific scenarios regarding child safety. Look for appropriate responses that fit your policies and procedures.
- Document an applicant's commitment to the SafeSport Program.

Questions for Applicants

- Could you describe what appropriate behavior around youth is, how physical contact should happen, and what are considered appropriate adult/youth boundaries?
- Could you tell me about your relationship with children? Adults?
 - *Here, you are looking for healthy child and adult relationships.*
 - *Who does the applicant prefer to spend time with?*
- What do you enjoy doing with children?
 - *Does the applicant describe doing normal activities with youth? Or does it appear excessive?*
- How do you see your role in the lives of children in our program?
- Have you ever been disciplined for your behavior toward children?
- Has anyone ever misunderstood or questioned your relationship/behavior with children?
- Is there anyone who might suggest that you should not work with youth? Why?
- Is there an age or gender you prefer to work with?
 - *Having a specific age or gender can be a red flag. Ask follow-up questions for clarification.*

- What other hobbies and activities do you enjoy?
 - *Does this include children, or does the applicant enjoy normal adult activities?*
 - *Does the applicant have adult relationships as well and enjoy adult activities?*

Taking and Use of Photographs and Recorded Images of Players

Arapahoe Youth Hockey League wants to promote fun hockey activities and information about the organization and/or our players through photographs, recorded images, and videos, whether on our website or through print. To do this in a way that ensures the safety of players and members, AYHL has safeguards to protect against inappropriate use of photographs and recorded images. (Note: This includes the use of a camera, digital camera, video recorder, mobile phone, personal digital assistant device, or any other recording device.)

There are risks posed directly and indirectly through the use of photographs and recorded images. These images can be used as a means of identifying players, thus leaving them vulnerable to people who wish to “groom” them for child abuse or possibly to provide information to estranged parents. Also, the images themselves can be used, modified, and shared among the offender population. To avoid misuse, Arapahoe Youth Hockey League requires adherence to the following guidelines:

- Always ask for parental permission prior to using a player’s image. Be clear with parents as to how the image will be used and stored (see Photographs and Recorded Images Consent Form).
- Never publish personal data (email, phone, home address, or other information) of a player without a signed consent form.
- Only use images of players who are suitably dressed to reduce the risk of inappropriate use.
- When recording a player for teaching purposes or recruiting needs, care should be taken in storing such recordings and deciding with whom they are shared.
- Members should be vigilant and report any unknown individuals who are recording or photographing organization members.
- Members also need to report any concerns regarding inappropriate taking or publishing of photographs or recorded images.
- Report any violations.

When Hiring a Professional Photographer

- Have the photographer sign the Volunteer Code of Conduct and read this guideline.
- At large events, all parties interested in taking photos should register their personal details with YOUR NAME.
- Provide clear guidelines about expected behavior and photography content.
- Require the photographer to wear identification provided by YOUR NAME at all times.
- Do not allow the photographer to have unsupervised access to players or one-on-one photo sessions without parent permission.
- Do not approve photo sessions outside of events or at a participant’s home.
- Ensure that the images taken reflect the positive aspects of hockey and the organization.



AYHL Photographs and Recorded Images Consent Form

Arapahoe Youth Hockey League recognizes the need to ensure the welfare and safety of all young people in sports.

In accordance with our SafeSport Program, we will not permit photographs, video, or identifying information of players to be taken or shared without the consent of the parents and players.

Arapahoe Youth Hockey League will follow the guidance for the use of photographs and recorded images as described in the SafeSport Program.

Arapahoe Youth Hockey League will take all steps to ensure that these images are used solely for the purpose intended. If you become aware of images being used inappropriately, you should inform Arapahoe Youth Hockey League immediately.

I, _____ (parent), consent to Arapahoe Youth Hockey League photographing or videoing and providing personal information about my child, _____ (player), for the purposes of training, recruiting, marketing, and promoting for further hockey development.

Signature: _____ Date: _____



AYHL
Coach, Employee, Athlete, Parent, and Volunteer Code of Conduct
Agreement

Name: _____

Position Title: _____ Date: _____

By signing below, I attest that:

- I am SafeSport certified. (Please present SafeSport certification with this agreement)
- I agree to maintain current with SafeSport training and background screenings
- I have read, understand, and agree to comply with the “*AYHL SafeSport Program.*”
- I have read, understand, and agree to comply with the “*CAHA SafeSport Program.*”
- I have read, understand, and agree to comply with the “*USA Hockey SafeSport Program.*”
- I have asked for and received clarification about any policies I did not understand.
- I understand that failure to comply with any of these policies may result in suspension or termination of employment or volunteer duties as a coach, employee, or volunteer.
- I understand that these policies cannot address every possible situation that presents itself, nor do they eliminate the expectation of good judgment and professional behavior at all times.
- I understand that I am required to report any violations of these policies to the Hockey Director immediately.
- I have read, understand, and agree to the comply with the “*AYHL Code of Conduct.*”

Signature of Coach, Employee, Athlete, Parent, or Volunteer

Date: _____