



Athlete Safety Procedures for USA Fencing Regional Event Organizers

USA Fencing 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. It takes a team effort to accomplish this mission. Accordingly, USA Fencing has developed procedures to be implemented by regional event organizers to ensure a safe environment for our fencers. It is the responsibility of each event organizer to monitor and enforce these requirements, with support from USA Fencing as needed. This procedural document details athlete safety requirements as well as resources, strategies and additional information to help event organizers meet the requirements.

1. **Education and Training:** All individuals who are part of the regional event and who have regular contact and/or authority over minor athletes must hold a current SafeSport training certification and have passed the background screen process. SafeSport training must be completed annually and is for the duration of a season, which ends on July 31 annually. Background screens must be completed every two years. These individuals include event officials such as referees, staff, volunteers, armorers and sports medicine staff.

Implementation: The USA Fencing Tournament Database at member.usafencing.org is set up to ensure that event officials meet the SafeSport requirements. All individuals working or volunteering at the event should be entered into the "Tournament Officials" section of the platform to check that they have a current:

- 1) USA Fencing membership (Coach, +CheckEd or +Coach)
- 2) SafeSport training
- 3) Background screen

The platform will give a **green** thumbs up, which means the individual is SafeSport compliant and able to work at the event, or a **red** thumbs down, which means the individual is not compliant. It will be indicated in red if the individual needs to update his or her membership, SafeSport training and/or background screen to be in compliance.

Any walk-on referee or official **must** be entered into the USA Fencing Tournament Database to confirm he or she is SafeSport compliant (given a green thumbs up). An additional means of checking someone's SafeSport status is to enter the member's name into the [SafeSport member list](https://member.usafencing.org/search/safesport), which can be found at <https://member.usafencing.org/search/safesport>. The individual must then be entered into the USA Fencing Tournament Database prior to officiating. If the individual's name is not found, he or she is NOT SafeSport compliant and may not work at the event. (Please Note: Minors do not need to be SafeSport trained).

2. **Communication and Reporting:** Prior to each event, communication must go out to all participants and event officials informing them of the USA Fencing Minor Athlete Abuse Prevention Policies requirements. This communication must include protocol for reporting MAAPP violations.

Implementation: Event organizers must communicate to all participants and officials, no earlier than 30 days prior to the start of the event, that they must adhere to the USA Fencing MAAPP for the duration of the event. This communication must contain a link to the [MAAPP](#). While the MAAPP is located on the public tournament page for each event, a communication with a link to the MAAPP must go out to participants and officials. Event organizers must be able to provide proof of this communication if requested by USA Fencing.

Additionally, the communication to participants and officials should contain a link to the SafeSport reporting form as this is the means for members to report MAAPP, SafeSport Policy or Code of Conduct violations ([USA Fencing SafeSport Reporting Form](#) and [USA Fencing Code of Conduct Violation Form](#)).

3. **Quality Control System:** Event organizers will be required to ensure any participants or event officials are not currently listed as suspended or banned from USA Fencing.

Implementation: The [USA Fencing Tournament Database](#) will prevent any banned or suspended individual from registering for the event as he or she will not have a current membership, which is required to register. Likewise, event officials will not be approved as "Tournament Officials" in the USA Fencing Tournament Database if they are banned or suspended as they do not have a current membership.

4. **MAAPP Risk Assessment:** Event organizers should proactively complete a risk assessment related to MAAPP criteria and take steps to eliminate vulnerabilities.

Implementation: Event organizers should complete a risk assessment prior to the event to eliminate and/or lessen risk related to (where applicable):

- One-on-one interactions
- Medical treatment
- Locker rooms and changing areas
- Social media and electronic communications
- Local and team travel

Event organizers are encouraged to post around the competition venue downloadable signage of the MAAPP and Codes of Conduct that can be found on the [USA Fencing SafeSport page](#).