



Vail Mountaineer Hockey Club
POLICIES AND PROCEDURES
SAFESPORT PROGRAM

The Vail Mountaineer Hockey Club is committed to improving the development, safety and welfare of its players and all members involved in hockey and our organization. Therefore, it supports the USA Hockey SafeSport Program and CAHA SafeSport Program and requires all players, coaches and members to fully participate.

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Introduction and Definitions

Introduction

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

1. abuse or misconduct prevention strategies
2. appropriate behavior
3. effective response to concerns

Unfortunately, youth sports can be a place where misconduct, including child physical and sexual abuse has the potential to occur. This Vail Mountaineer Hockey Club approved document will provide the guidelines for appropriate behavior in hopes that the risk of abuse will be minimized. These measures, while aimed at protecting youth, also serve to better protect adult coaches and volunteers.

Definitions

Child, Children, Player, Athlete, Minor and Youth

Anyone under the age of 18

Child Physical Abuse

Abuse or 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, and 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 test positive at birth for either a schedule I or II controlled substance, unless the child test positive for a schedule II controlled substance as a result of the mother's lawful intake of such substance as prescribed.

Child Sexual Abuse

Child sexual abuse involves any sexual activity with a child 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 child 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.

Emotional Abuse

The terms 'abuse' or 'child' abuse or 'child neglect' include any case in which a child is subjected to emotional abuse. 'Emotional abuse' means an identifiable and substantial impairment or a substantial risk of impairment of the child's intellectual or psychological functioning or development.

Misconduct

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

Peer to Peer Sexual Abuse/Misconduct

Approximately 1/3 of all child sexual abuse occurs at the hands of other children and the obligation to report extends to peer-to-peer child sexual abuse. Peer-to-peer sexual abuse covers sexual activity between children without equality or as a result of coercion, physical force, threats, trickery or emotional manipulation to elicit cooperation. There can be an aggressor, age difference or an imbalance in power or intellectual capabilities.

Grooming Behaviors

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

SafeSport Program

The Olympic community's initiative to recognize, reduce and respond to misconduct in sport.

USA Hockey SafeSport Program

A set of Policies and Procedures that assist organizations in the prevention of child abuse and misconduct as well as required training; screening and background check program; reporting and responding policies; and how to monitor and supervise. For more information on the USA Hockey SafeSport Program visit <http://www.usahockey.com/SafeSport.aspx>.

CAHA SafeSport Program

A set of Policies and Procedures at the state level created by Colorado Amateur Hockey Association (CAHA) aimed at the protection of its players, members, staff and volunteers in the prevention of child abuse. 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 CAHA SafeSport Program.

Vail Mountaineer Hockey Club SafeSport Program

A set of Policies and Procedures created and implemented by local level teams/organizations, aimed at the protection of its players and members. All members, participants, staff and volunteers must adhere to the SafeSport Program Handbook.

Association SafeSport Coordinator

Association SafeSport Coordinator (ASSC) duties will include monitoring the training of local program administrators and others within the Association. The ASSC will serve as the Affiliate's initial contact for persons reporting suspected abuse, misconduct or other violations, compiling information on disciplinary issues within the Association and, when appropriate, reporting such information to USA Hockey.

Resource Page

Child Abuse Information	www.childwelfare.gov
CAHA SafeSport Coordinator	303-550-0441
Local Police Number	Vail 970-479-2210 Eagle 970-328-6351 Sheriff 970-328-8564
Local Social Services	970-328-8840
Vail Mountaineer Hockey Club SafeSport Coordinator	Tanya Dixon safesport@vailmountaineers.org 970-401-2149
Sex Offender Registration Website	www.sor.state.co.us
USA Hockey SafeSport Number	1-800-888-4656
USA Hockey SafeSport Email	SafeSport@usahockey.org
USA Hockey SafeSport Website	www.usahockey.com/safesport

Colorado Child Abuse Laws

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

Mandatory Reporting Required By: Physicians, child health associate, dentist, chiropractor, nurse, hospital personnel, school employee, social worker, mental health professional, veterinarian, peace officer, pharmacist, psychologist, fireman, victim's advocate, commercial film and photographic print processor, clergyman, paid coaches of youth sport organizations

Basis of Report of Abuse/Neglect: Reasonable cause to know or suspect that a child is subject to circumstances or conditions which would reasonable result in abuse or neglect

To Whom Reported: County or district department of social services or local law enforcement agency

Penalty for Failure to Report or False Report: Willful violation: Class 3 misdemeanor plus liability for proximately caused damages

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



Vail Mountaineer Hockey Club Code of Conduct

The Vail Mountaineer Hockey Club is fully committed to safeguarding the welfare of all players and members of the organization. It recognizes the responsibility it has to promote safe practices to protect players from abuse and misconduct. Vail Mountaineer Hockey Club has adopted clear guidelines and protocols to minimize the opportunity for child sexual abuse and to help staff, volunteers and parents recognize inappropriate or undesirable behavior. Vail Mountaineer Hockey Club is committed to embrace differences and diversity and respect the rights of all players and members and 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, disability, ability, gender, language, racial origin, socio-economic status, religious belief, sexual identity or skill level have the right to protection from all forms of abuse or misconduct.
- Vail Mountaineer Hockey Club will work in partnership with parents, players, staff and volunteers to promote the welfare, health and development of our players.

Vail Mountaineer Hockey Club will:

- Promote and implement the USA Hockey and CAHA SafeSport Programs to safeguard the well-being of its players and to prevent abuse and misconduct from occurring.
- Recruit, train, support and supervise staff, members and volunteers to protect players from abuse and to reduce risk to them.
- Require staff, members and volunteers to adopt and abide by the USA Hockey, CAHA and the Vail Mountaineer Hockey Club SafeSport Programs, and register on line with CAHA each year.
- Respond to any allegations, disclosure or concern of misconduct or abuse of a player as stated in CAHA SafeSport and USA Hockey SafeSport Programs.
- Regularly monitor and evaluate the implementation of the SafeSport Program and make any necessary changes.
- Have open and regular communication with parents or guardian(s) of a player regarding any concerns or issues.

Electronic Communication Guidelines

Vail Mountaineer Hockey Club understands that social media is a popular communication tool for players, parents and coaches. Vail Mountaineer Hockey Club is also aware that social media is a venue where inappropriate behavior and misconduct can occur. The risk associated with social media include: inappropriate access, sharing personal information, bullying, unwanted and unsupervised contact between adults and children, receiving unwanted material, online grooming for sexual abuse or actual unlawful sexual exploitation.

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

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 followed:

- A parent (or guardian) **must** be copied
- It must be signed so it is clear as to whom or what organization is sending the message. Just using the number or email address for identification is not sufficient.
- It should be non-personal and for the purpose of communicating information about team activities
- It 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 followed:

- A parent (or guardian) **must** be copied
- It should be sent only with information regarding the organization or team or club activities

Social Media (Facebook, Instagram, Snapchat, Blogs and Similar Sites)

- Coaches are not to have contact with players on any social media site.
- Players are **never** to post pictures of other club members or players that can be hurtful or embarrassing or without their permission.
- Protecting the identity and privacy of all Vail Mountaineer Hockey Club's players is required. Do not post names, photos or identifying information at any time.
- Players and parents can "friend" the official Vail Mountaineer Hockey Club page and coaches can communicate to players through the site. 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.

Locker Room Guidelines

Vail Mountaineer Hockey Club wants all players to be safe on and off the ice. Vail Mountaineer Hockey Club is also aware that the 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. Vail Mountaineer Hockey Club asks that players and coaches follow USA Hockey and CAHA SafeSport Program guidelines at all times.

Vail Mountaineer Hockey Club's policy is: at least one CAHA registered coach, preferably two, directly (be inside or just outside with the door open) monitor the locker rooms at all times players are present. Players may not enter locker rooms until a CAHA registered adult or Coach is present to directly supervise the locker room. Vail Mountaineer Hockey Club has a policy NOT allowing anyone in the locker rooms other than Coaches, Team Manager, Board Members and Executive Director.

Vail Mountaineer Hockey Club Policy: Phones or electronic equipment are not to be used in the locker room.

Vail Mountaineer Hockey Club requires all players and coaches to report to the Executive Director, any and all misconduct, abuse or violations immediately.

Player Behavior

- Locker rooms and showers should be used by same aged peers when possible, 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 other forms of misconduct is allowed.
- No bullying, hazing, harassment, fighting, locker boxing.
- Players are not permitted to touch other player's genital area or their own in a way that will make others uncomfortable.
- Video recording devices including voice, still camera, video or phone cameras are prohibited.
- No pornographic materials are permitted in the locker room.
- Nudity is kept to a minimum. After showering players are asked to dress quickly.
- No drugs, alcohol or other illegal substances are allowed.
- No physical contact between players in a sexual nature is allowed.
- The locker room is not a place to criticize or humiliate teammates.
- Shower and changing at the club/organization are optional.
- No displays of affection

Coaches Behavior

- The locker rooms need to be directly monitored during all team events by at least one adult Coach, approved and screened by CAHA. The adult Coach shall supervise conduct, observe behavior, and make sure only approved team personnel and family members are allowed in the locker rooms.

- If a coach needs to speak to an individual player alone 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.

Hazing, Bullying and Sexual Harassment Guidelines

Vail Mountaineer Hockey Club feels strongly that hazing, bullying, sexual harassment, initiation rituals and physical punishments are not permitted within the organization. **Any form of misconduct by the team, coach or an individual in attempt to bond or take action against another individual or group of individuals, which result in abuse, harassment, intimidation or any form of degradation is not allowed by any player, coach, volunteer or member of Vail Mountaineer Hockey Club.**

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

Vail Mountaineer Hockey Club is committed to offering an environment that is free of intimidation and abuse and has **zero** tolerance for misconduct. Vail Mountaineer Hockey Club requires all members to report any of the following behaviors.

Hazing

Hazing can be defined as any actions, whether physical, sexual, verbal, mental, emotional or psychological which subjects another person or group, voluntary or involuntary, with 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 Vail Mountaineer Hockey Club.

The following are examples of, but not limited to, misconduct that is prohibited by Vail Mountaineer Hockey Club.

Hazing Behaviors

- Forcing the 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 or creation of excess fatigue or other unhealthy behaviors
- Deprivation of sleep or disturbing individuals during normal sleep hours, creating of excessive fatigue
- 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 he/she 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 his or her power to control or harm someone in a weaker position. The person bullying has the intent or goal to cause harm (i.e. the act is not accidental) and the action is usually repetitious.

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, gestures
- Sexual comments and/or suggestions
- Unwanted physical contact
- Socially spreading rumors
- Leaving players out of group activities, telling them they are unwanted
- Cyber bullying; 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 Behaviors

- Written or verbal abuse threats, physical contact, sexually graphic literature, sexual advances, demands for sexual favors
- Sexually oriented comments, jokes, lewd comments or sexual innuendoes, 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 Guidelines

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 Vail Mountaineer Hockey Club coaches and those working directly with players to keep players safe and promote a safe environment for staff and 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 report immediately those who violate them.

Appropriate Physical Contact

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

Prohibited Physical Contact

- Lap sitting
- Lingering, 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 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
- Kissing

One on One Guideline

If Vail Mountaineer Hockey Club coaches choose to offer private lesson, the organization will require they follow the guidelines.

Vail Mountaineer Hockey Club expects all coaches to abide by appropriate player/coach conduct. Vail Mountaineer Hockey Club mandates that coaches put player safety first and always be aware of their own actions and behaviors and the possible consequences. All staff and volunteers should be encouraged to demonstrate exemplary behavior in order to promote player's welfare and reduce the likelihood of abuse. Vail Mountaineer Hockey Club believes that private lessons can take place in a way the does not put the player or coach at risk.

- All Vail Mountaineer Hockey Club members will follow USA Hockey and CAHA SafeSport Program Guidelines
- Follow USA Hockey and CAHA SafeSport Photographic and Recorded Images of Players Guidelines
- Follow USA Hockey and CAHA SafeSport Physical Contact Guidelines
- Always work in open environments visible to others
- Try to provide lessons with other coaches at the same time
- Maintaining a safe and appropriate distance when working with kids to avoid any confusion
- Never be alone with a player. Have another coach or parent present.
- Have conversations on the ice or in public, never behind closed doors
- Move meetings that may start in private to public areas
- When providing private lessons, do not change or dress with the child
- Do not provide transportation for any player
- During lessons, adhere to the purpose of the lesson and avoid horseplay or rough, physical or sexual play or games
- Avoid upsetting the player.
- If you need to discuss sensitive issues related to the sport that you think has the potential to upset a player, have another coach or parent join the discussion.
- Private lessons are to be held at appropriate locations and times. No lessons will be held at places or time(s) that could cause confusion about the purpose of the lesson or the nature of the relationship.
- Do not exchange gifts unless part of a team activity with full participation

Immediately Report the following to your SafeSport Coordinator and Director of Hockey.

- If a player becomes injured or you accidentally hurt a player
- If the player seems unreasonably upset
- If a player is sexually inappropriate with you or another player
- If the player questions any of your actions or behaviors
- If the player misunderstands or misinterprets any actions or behaviors on your part
- If the player discloses abuse, misconduct or questionable behavior by another player, coach or other person
- Any general overall concern for the player that was made aware during your time together

Travel Guidelines

Vail Mountaineer Hockey Club recognizes the importance of travel for competitive hockey team and expects respectable and mature behavior for our participants both home and away. Vail Mountaineer Hockey Club also understands the additional risk of misconduct during overnight travel.

All travel to games, practices, or other Vail Mountaineer Hockey Club functions are to be arranged by and are the responsibility of player parents. Vail Mountaineer Hockey Club does NOT make any travel arrangements for teams or players. Team Managers will negotiate team rates and team activities during travel but parents and players are NOT required to stay at the team hotel or participate in team activities.

Parents are requested to have their player travel with another parent or individual of their choosing if they cannot attend a VMHC Function. Please do not ask team coaches to chaperone your player for away or overnight trips.

Should Vail Mountaineer Hockey Club arrange for a team, or a Team Manager or Coach arrange for a team to travel as a group, the team shall get approval from the Vail Mountaineer Hockey Club Executive Director prior to making any arrangements and 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 immediately. All team chaperones must be properly screened prior to travel and the team is responsible for paying screening fees.

Player Behavior

- Travel guidelines must be agreed upon and signed by players before travel is permitted
- Players are not permitted in coach's room alone, only as a team
- Players should always travel in pairs when leaving the premises
- Drugs, alcohol and other illegal substances are not permitted in player's rooms
- Pornographic material is not allowed among players and in rooms during travel
- Roommates will shower alone and allow for privacy of others when changing
- Guests other than teammates are not allowed in player's rooms
- Players are required to follow all travel rules and Code of Conducts
- 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 curfew breach
- Players involved in a romantic relationship shall not share a hotel room or sleeping arrangements with each other

Coaches Behavior -

- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with an athlete (unless the coach is the parent, guardian or sibling) of that player.
- 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 coach, based on age, gender and personality prior to departure

- It should be pre-determined what locations players are free to visit, the curfew time(s) and when and where team meetings will be held
- Coaches and team chaperones should have rooms near the player's 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
- When a player is traveling without parents, coaches are required to notify player's parents before taking disciplinary action, other than playing time during a game
- Besides coaches, another adult should be present and assist with child safety issues and the welfare of the children during travel

Billeting

Vail Mountaineer Hockey Club does not Billet players.

Training

- Vail Mountaineer Hockey Club will follow all required CAHA and USA Hockey SafeSport training requirements
- Will insure all coaches, staff, volunteers, employees and paid consultants meet all training needs
- SafeSport Coordinator will attend all required training
- All Coaches and Team Volunteers will attend a Vail Mountaineer Hockey Club SafeSport Training prior to being placed on a team roster to discuss issues and concerns about the program
- All Coaches and Team Volunteers will attend a post season meeting to discuss any issues or concerns about the program
- Vail Mountaineer Hockey Club will work to continually educate coaches, players and members about abuse and misconduct prevention
- Will provide all coaches with continued SafeSport training throughout the year by our SafeSport Coordinator
- SafeSport Coordinator will ensure all members are registered with the AVS Cares website and the importance of the SafeSport messages the site will send
- The SafeSport Coordinator will meet with parents and players of each team prior to November 1st or first games, (whichever is first) to conduct SafeSport Training, this manual, and SafeSport Training schedule for the team and parents.
- This SafeSport Policy will be distributed to all members of Vail Mountaineer Hockey Club as part of the registration process via electronic download. This policy will also be available on the Vail Mountaineer Hockey Club website. Parents will be requested to print and sign the various forms included in this document prior to their player being placed on a team

Responding and Reporting Abuse Concerns

Vail Mountaineer Hockey Club believes it is the responsibility of all members, staff, volunteers, parents and players to report concerns of abuse or misconduct.

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

The organization should not attempt to evaluate or investigate the report or be concerned with false reporting, but to respond appropriately and swiftly to avoid further distress to the victim. Everyone at Vail Mountaineer Hockey Club is required to 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 immediately to the appropriate investigative agency and Executive Director. USA Hockey and CAHA SafeSport Program guidelines are to be followed when reporting and responding to abuse.

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.*** They are to be reported to the appropriate agency, either law enforcement authorities or social services agency
2. ***Actual or perceived violations of the USA Hockey and CAHA SafeSport Programs.*** They 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.*** They are to be reported to the appropriate Member and CAHA SafeSport Coordinators.

Any report of misconduct or suspicions of child physical abuse or sexual abuse will be taken seriously and handled appropriately. All club members are to take concerns of abuse or misconduct to the Vail Mountaineer Hockey Club SafeSport Coordinator who will take appropriate action. The actions of the SafeSport Coordinator will be documented and shared with the Executive Director and the Board of Directors. A staff member or volunteer may contact law enforcement themselves and then notify the Executive Director immediately.

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.

Concerns, suspicions or suspected "grooming" behaviors are to be told immediately to the Vail Mountaineer Hockey Club's SafeSport Coordinator.

Responding to Concerns

There are a number of reasons a person might need to report a concern:

- In response to something a young person has said to you - a disclosure
- In response to signs or suspicions of abuse
- In response to allegations made against an organization member, staff or volunteer

- In response to allegations made about a parent or someone not working within the organization
- In response to bullying or hazing
- In response to violating USA Hockey and CAHA SafeSport Procedures
- Observation of inappropriate behavior
- In response to anything that makes the reporter uncomfortable based on inappropriate behavior by an adult or player

It should be clear, even if the incident occurred outside of Vail Mountaineer Hockey Club, it should still be reported to authorities. Know that authorities have professional in interviewing child victims about abuse and it is not Vail Mountaineer Hockey Club'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
- Don't judge
- Listen carefully, take it seriously
- Write down exactly what the person reporting concerns says using his or her own words
- Ask open-ended questions only to clarify, who, what, where and when
- Let the person reporting concerns know you have to tell someone
- Report incident to appropriate authorities
- Let the person reporting concerns know what your next steps are and who you will be sharing the information with
- Fill out the appropriate forms

Never:

- Panic
- Show disbelief
- Project your own reactions onto the child
- Make promises you can't keep or assure confidentiality
- Make the person reporting concerns repeat the information unnecessarily
- Delay in 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:

- Person reporting's full name, age, date of birth, home address and telephone number
- Any time, date or relevant information
- Who the concern is regarding

- Using the reporter's words, give an account of what happened
- Document any visible injuries
- Document your next steps
- Document date of time of informing the Executive Director
- Document date, time and who you spoke to at the law enforcement or social service agency

Confidentiality

To the extent permitted by law, and as appropriate, Vail Mountaineer Hockey Club will keep confidential the complainant's name on request, not make 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, therefore suspensions are appropriate until the investigation(s) is complete.

Hiring/Volunteer Guidelines

When hiring a new staff or allow a volunteer person to work within the Vail Mountaineer Hockey Club organization, we will include child sexual abuse prevention screening into the general screening process. This process is for all adults and youth who are looking for employment or volunteer positions within the organization. Vail Mountaineer Hockey Club will not make exceptions for applicants familiar with the organization or who are past employees.

Vail Mountaineer Hockey Club requires all Board of Directors, The VMHC Hockey Director, coaches, team managers and referees, (over 18) to be registered with CAHA each season and be registered with at least one team. Only CAHA registered Adults (previous sentence) shall supervise and be in control VMHC Players and activities. VMHC will be responsible for screening any locker attendants or other not specifically listed by CAHA.

Vail Mountaineer Hockey Club may from time to time ask and have volunteer or paid consultants whom have expertise in a specific area related to hockey and in direct or indirect contact with players. These individuals shall be directly supervised by a CAHA registered coach, Board Member, or Team Manager any time they are in contact with players.

Vail Mountaineer Hockey Club does NOT allow volunteers to monitor locker rooms. Locker rooms are the responsibility of the team Head Coach to monitor. Likewise, it is the responsibility of parents/ guardian(s) to arrange transportation to practices and games for their players, Vail Mountaineer Hockey Club does not have any drivers nor screens any adult for driving records, or if they have adequate insurance, this is a parental obligation.

While no screening can identify every potential child abuser, you can reduce the risk by learning all you can about an applicant; most importantly their interest in working with youth. Vail Mountaineer Hockey Club believes that that SafeSport Program will deter coaches who may be at risk for abusing players from applying with the organization.

Vail Mountaineer Hockey Club will follow USA Hockey and CAHA SafeSport Screening Programs, conduct background checks and check new hires against the National Sex Offender Registry List.

Educate Applicants

- Share your child safe policy and procedures, including USA Hockey, CAHA and Vail Mountaineer Hockey Club's SafeSport Programs, with all applicants. This will let them know the dedication to child sexual abuse prevention and might deter some applicants.
- Share all Codes of Conducts.
- Inform applicant that signature and full participation of the SafeSport Program is required.
- Ask if 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 policy and procedures.
- Document commitment to SafeSport Programs

Questions for Potential Employees

- Describe what appropriate behavior around youth is, how should physical contact happen and what are appropriate adult/youth boundaries?
- 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 behaviors toward children?
- Has anyone ever misunderstood or questioned your relationship/behaviors with children?
- Is there anyone who might suggest you 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 she/he enjoy normal adult activities?*
 - *Does the applicant have adult relationships as well and enjoy adult activities?*

Taking and Use of Photographic and Recorded Images of Players

Vail Mountaineer Hockey Club wants to promote fun hockey activities and information about the organization and/or its 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, Vail Mountaineer Hockey Club has safeguards to protect inappropriate use of images or recorded images. (This includes the use of a camera, digital camera, video recorder, mobile phone or personal digital assistant device or 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 provide information to estranged parents. Also, the images themselves can be used, modified and shared among the offender population. To avoid misuse, Vail Mountaineer Hockey Club requires the following guidelines be adhered to.

- Ask for parental permission prior to use of a player’s image. Be clear with parents as to how the image will be used and stored (see parental consent form).
- Never publish personal data (email, phone, home address or other information) of a player without signed consent form.
- Only use images of players 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 who they are shared with.
- 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.

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 personal details with Vail Mountaineer Hockey Club.
- Provide clear guidelines about expected behavior and content of the photography.
- Photographers must wear identification, provided by Vail Mountaineer Hockey Club, at all times.
- Do not allow photographer unsupervised access to players or one-on-one photo sessions without parent permission.
- Do not approve photo sessions outside events or at a participant’s home.
- Ensure the images taken reflect the positive aspects of hockey and the organization.



Vail Mountaineer Hockey Club Photographic and Recorded Images Consent Form

Vail Mountaineer Hockey Club recognizes the need to ensure the welfare and safety of all young people in sport. 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.

Vail Mountaineer Hockey Club will follow the guidance for the use of photographs and recording images as described in the SafeSport Program.

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

I _____ (parent) consent to Vail Mountaineer Hockey Club 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 _____



Vail Mountaineer Hockey Club Coach, Employee and Volunteer Code of Conduct Agreement

Name: _____

Position Title: _____ Date: _____

By signing below, I am attesting that:

- I have read, understand and agree to comply with the "Vail Mountaineer Hockey Club SafeSport Program" and "Vail Mountaineer Hockey Club Policies and Procedures"
- 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 and they do not eliminate the expectation of good judgment and professional behavior at all times
- I understand I am required to report any violations of these policies to the Executive Director immediately
- I understand my duty to report and discuss any issues with player behavior, however minor. I will notify the Executive Director and parents of my concerns or actions taken, including why a player was benched, asked to leave the ice, dry-land or other hockey related activity
- I have read, understand and agree to the comply with the "Vail Mountaineer Hockey Club Code of Conduct"

Signature of Coach, Employee or Volunteer

Date: _____



Vail Mountaineer Hockey Club

Player Code of Conduct Agreement

By signing below, I have reviewed with my parent/s or Guardian this Vail Mountaineer Hockey Club Player and Club Code of Conduct Agreements, the Vail Mountaineer Hockey Club SafeSport Program and the Vail Mountaineer Hockey Club Policies and Procedures, in addition to any team rules issue. (Each of these is a separate Document).

Vail Mountaineer Hockey Club has a ZERO tolerance policy with respect to inappropriate behavior by players, parents, guardians, coaches that is detrimental to a rewarding hockey experience, violation of Vail Mountaineer Hockey Club's Policies and Procedures which includes all aspects of VMHC's SafeSport Program.

I understand and accept my Coach has the authority to discipline me for minor inappropriate behavior which may include extra skating, pushups, or other physical activity, or benching for all or part of a game. My Coach will report the discipline to the VMHC Director of Hockey and to my parents. I and my parent/s or Guardian/s further understands repeated disciplinary actions at the team level or violation of SafeSport or VMHC policies and Procedures may lead to temporary suspension from VMHC activities and/or

investigations by appropriate disciplinary authorities which may include Law Enforcement, or VMHC Disciplinary Committee Hearing, and possible suspension from all VMHC and/or USA Hockey activities.

My signature below signifies I have reviewed my responsibilities and expected behavior as a member of the Vail Mountaineer Hockey Club with my parent/s or guardian/s; I understand the possible consequences of my misbehavior and agree to abide by the Vail Mountaineer Hockey Club Policies and Vail Mountaineer Hockey Club SafeSport program policies.

I _____ as parent or guardian of the player who's named below attest I have reviewed the Vail Mountaineer Hockey Club Policies and Procedures and SafeSport Program including expected behaviors, with my player and have discussed expected behaviors and possible consequences for misbehavior. I will promptly inform the Vail Mountaineer Hockey Club - Executive Director, and/or the Vail Mountaineer Hockey Club SafeSport Coordinator or President of any issues brought to my attention regarding my player's behavior or behavior of other players or adults which I believe is inappropriate and possibly violating Vail Mountaineer Hockey Club Policies and Procedures or the SafeSport Program, I further agree to open supportive discussion regarding any misbehavior of my child always remembering all side are looking out for the best interest of your player in what may be difficult circumstances.

Player Printed Name

Parent Printed Name

Player Signature

Parent/ Guardian Signature

Date



VAIL Mountaineer Hockey Club PARENTS AWARENESS ACKNOWLEDGEMENT FORM

Parent's Code of Conduct

- Do not force your children to participate in sports, but support their desires to play their chosen sports. Children are involved in organized sports for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the physical and verbal abuse in youth sports.
- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and **volunteer**.

Spectator's Code of Conduct

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.
- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.
- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

ZERO TOLERANCE

In an effort to make ice and inline hockey a more desirable and rewarding experience for all participants, USA Hockey instituted a zero tolerance policy beginning with the 1992-93 season. This policy requires all players, coaches, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games. Thus, the following points of emphasis must be implemented by all referees and linesmen:

Players

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a player:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates any sign of dissatisfaction with an official's decision.

Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

Coaches

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a coach:

1. Openly disputes or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.

Any time that a coach persists in any of these actions, he/she shall be assessed a game misconduct penalty.

Officials

Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited. Officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

Parents/Spectators The game will be stopped by game officials when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The game officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

1. Use of obscene or vulgar language in a boisterous manner to anyone at any time.
2. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
3. Throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

Acknowledgement

I have read and agree to follow Vail Mountaineer Hockey Club Parent Awareness Codes of Conduct and the Zero Tolerance Policy, I further attest by my signature below I have read, will support and abide by all policies of USA Hockey, Colorado Amateur Hockey Association (CAHA), and Vail Mountaineer Hockey Club (VMHC), including reporting of SafeSport violations. My failure to follow these policies may subject me to sanctions including removal and being banned from any USA Hockey Activity.

PARENT(S) SIGNATURE

Date: _____

Parent Print Name : _____ Player Name: _____