



Safe Sport Policy

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US Olympic Committee

SAFESPORT

Participant Safety Handbook for Coaches,
Staff, and Volunteers

Overview of Monarchs' Participant Safety Strategy

Commitment

At Monarchs, we are committed to creating a safe and positive training environment for all participants. As part of this commitment, Monarchs' Athlete Protection Policy strictly prohibits:

- Bullying
- Harassment
- Hazing
- Emotional Misconduct
- Physical Misconduct, and
- Sexual Misconduct, including child physical and sexual abuse

Providing Services

To create a safe training environment, Monarchs requires staff members and/or volunteers to complete Training & Education, Screening, and Review Policies & Procedures before providing services for Monarchs.

Training & Education

Monarchs prohibits abusive behavior and misconduct of any kind. Our training provides coaches, staff members, and /or volunteers with the information necessary to recognize, reduce, and report abuse and misconduct. Monarchs asks all coaches, staff members, and /or volunteers to complete training before providing services for Monarchs and to renew training every two years.

Screening

Coaches, staff members and volunteers consent to, and pass, a formal applicant screening process before providing services to Monarchs. Elements of our screening process include an application, interview (face-to-face, video chat, or telephone), reference check and a criminal background check. The level or intensity of the criminal background check may depend on the position applied for.

Review Policies & Procedures

Coaches, staff members and volunteers must review the procedures and agree that they understand and will comply with Monarchs' safety policies.

Reporting & Enforcement

Coaches, staff members and volunteers must report abuse, misconduct and policy violations to a supervisor, or Monarchs administrator and where applicable, appropriate law enforcement authorities. Failure to do so is grounds for disciplinary action. **Coaches, staff and/or volunteers will not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to appropriate law enforcement authorities.**

Supervision of Athletes and Participants

During training and competition, Monarchs' strives to create two-deep leadership and to minimize private one-on-one interactions to create a safe training environment.

Appropriate One-On-One Interactions With Athletes Or Participants.

Individual Meetings

An individual meeting may be necessary to address and athlete's concerns, training program, or competition. Under these circumstances, coaches, staff members and/or volunteers are to observe the following guidelines:

- Any individual meeting should occur when others are present and where interactions can easily be observed.
- Where possible, an individual meeting should take place in a publicly visible and open area.
- If an individual meeting is to take place in an office, the door should remain unlocked and open.
- If a closed-door meeting is necessary, the coach, staff member and/or volunteer must inform another coach, staff member and/or volunteer and ensure the door remains unlocked.

Individual Training Sessions:

An individual training session(s) with an athlete or participant may also be desired or necessary. Under these circumstances, Monarchs requires two USAG member staff to be on site throughout the training session. Parents are also encouraged to stay throughout the training session.

Prohibited One-On-One Interactions With Athletes Or Participants

Minor athletes and participants will not be left unattended or unsupervised during Monarchs activities. Monarchs coaches, staff members, and volunteers are prohibited from being alone with an individual athlete or participant in any room or building.

Physical Contact with Athletes and Participants

Appropriate physical contact – for safety, consolation and celebration – is a productive and inevitable part of sport. However, rules and boundaries for physical contact must be set to reduce the potential for misconduct in sport.

Physical contact with athletes has multiple criteria in common which make them both safe and appropriate. These criteria include:

- The physical contact takes place in public
- No potential for physical or sexual intimacies during the physical contact
- The physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult

Appropriate Physical Contact

Physical contact is appropriate for safety, celebration and consolation. Examples of contact that may be appropriate include:

- Spotting an athlete or positioning an athlete's body to more quickly acquire a skill;
- Short hugs, pats on the back, or high-fives; or
- Arms around a shoulder (side hug).

Prohibited Physical Contact

We never:

- Physically discipline participants;
- Ask athletes to sit on our laps;
- "Cuddle" or maintain prolonged physical contact during any aspect of training, travel or overnight stay;
- Touch athletes or participants in a sexual manner; and
- Touch an athlete's or participant's private parts

Electronic Communication and Social Media

As with any communication, the content of any electronic communication must be readily available to share with the public, the athlete's family and coach. If the athlete is under the age of 18, any email, electronic text, social media, or similar communication must copy or include the athlete's parents or guardians on request. The parents or guardians of an athlete may request in writing that their child not be contacted by any form of electronic communication by coaches.

Travel

Local Travel

Parents are responsible for arranging for local travel – travel that Monarchs does not sponsor, coordinate, or arrange for travel. To minimize one-on-one interactions, coaches, staff, and volunteers should not drive alone with an unrelated athlete and should only drive with at least two athletes or another adult at all times, unless otherwise agreed to in writing (and notarized) by the athlete's parent or guardian in advance of travel. In any case where a coach, staff member, or volunteer is involved in an athlete's local travel, a parental release is required in advance.

Monitoring

By monitoring the interactions among coaches, staff members, volunteers, athletes, and other participants, Monarchs works to prevent, recognize and respond to inappropriate and harmful behaviors, while reinforcing appropriate behaviors.

Monitoring Compliance with Policies and Procedures

Monarchs monitors for compliance with its policies and procedures, including without limitation its Awareness Training, Travel and Physical Contact Policies.

Monitoring Methods

Monarchs utilizes multiple monitoring methods to observe how individuals are interacting, including without limitation (1) formal supervision, including regular evaluations; and (2) informal supervision, including regular and random observation (e.g., roving and checking interactions throughout practices), and (3) maintaining frequent contact with staff members, volunteer and athletes who interact off-site.

Responding To Interactions

While Monarchs has a formal reporting policy, staff members and volunteers should be prepared to respond immediately to inappropriate or harmful behavior, potential risk situations and potential boundary violations.

Staff members and volunteers will redirect inappropriate behaviors to promote positive behaviors, confront inappropriate or harmful behaviors, and report behaviors if necessary.

Reporting

Coaches, staff members and volunteers are required to report policy violations, misconduct and physical and sexual abuse consistent with Monarchs' Reporting Policy. **Monarchs does not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to appropriate law enforcement authorities.**

Reporting Child Abuse, Misconduct and Policy Violations

We require every coach, staff member and volunteer to report:

1. Violations of Monarchs' Participant Safety Handbook;
2. Misconduct as defined in Monarchs' Athlete Protection Policy; or
3. Suspicions or allegations of child physical or sexual abuse.

Reporting Child Abuse

Coaches, staff members, and volunteers at Monarchs are required to report suspicions or allegations of sexual abuse, or the potential "grooming" behaviors of a coworker or volunteer to

1. Their immediate supervisor;
2. A Monarchs administrator;
3. A member of Monarchs' participant Safety Committee; and
4. Where applicable, appropriate **law enforcement authorities.**

Coaches, staff members, and/or volunteers do not investigate suspicions or allegations of child physical or sexual abuse or attempt to evaluate the credibility or validity of such allegations as a condition for reporting to the appropriate law enforcement authorities.

Grooming Behaviors

If any coach, staff member, or volunteer receives an allegation or observes misconduct or other inappropriate behavior such as grooming, that is not reportable to the appropriate law

enforcement authorities, they must report their observations to an immediate supervisor, a Monarchs administrator or a member of Monarchs' Participant Safety Committee.

All questions or concerns related to inappropriate, suspicious, or suspected grooming behavior should be directed to an immediate supervisor, a Monarchs administrator, or a member of Monarchs' Participant Safety Committee.

Peer-To-Peer Child Sexual Abuse

Whether or not a sexual interaction between minors constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power or intellectual capabilities. If you have any concerns that an interaction between children may constitute sexual abuse, report it to the appropriate law enforcement authorities, and a Monarchs supervisor, a Monarchs administrator or a member of Monarch's Participant Safety Committee immediately.

Immediate Suspension Or Termination

If an allegation of child physical or sexual abuse is made, Monarchs may immediately remove that individual from the program until the allegation has been investigated by an official agency. As necessary, Monarchs may suspend, terminate or change the assignment of a staff member and/or volunteer.

Reporting Misconduct and Policy Violations

If any staff member and/or volunteer receives an allegation or observes misconduct or other inappropriate behavior, such as a policy violation that is not reportable to the appropriate law enforcement authorities, it is the responsibility of each staff member and/or volunteer to report their observations to:

1. Their immediate supervisor;
2. A Monarchs administrator; or
3. A member of Monarchs' Participant Safety Committee

Participant Safety Committee

Coaches, staff members, and volunteers may report to any supervisor or Monarchs administrator with whom they are comfortable sharing their concerns. You may also report to any member of Monarchs' Participant Safety Committee, which includes the following three designated Incident Review Officials (IROs):

1. Lena Urusova, Executive Director, Lena@monarchsgym.com
2. Yelena Urusova, President, Yelena@monarchsgym.com

Suspicious or allegations of child physical or sexual abuse will be reported to appropriate law enforcement authorities.

To report a policy violation, misconduct, or child physical and sexual abuse using Monarchs' Incident Report Form, available in each office.