

PART III

USA DIVING REQUIRED POLICIES FOR ONE-ON-ONE INTERACTIONS

The majority of child sexual abuse is perpetrated in isolated, one-on-one situations. By reducing such interactions between children and adults, programs reduce the risk of child sexual abuse. However, one-on-one time with trusted adults is also healthy and valuable for a child. Policies concerning one-on-one interactions protect children while allowing for these beneficial relationships.

A. Application

This policy shall apply to:

1. Adult members at a facility that is either partially or fully under the jurisdiction of USA Diving
2. Adult members who have regular contact with amateur divers who are minors;
3. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
4. Adult staff and board members of USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Observable and interruptible

1. One-on-one interactions between a minor diver and an Applicable Adult (who is not the minor’s legal guardian) at a facility partially or fully under our jurisdiction are permitted if they occur at an observable and interruptible distance by another adult.
2. One-on-one interactions between minor divers and an Applicable Adult (who is not the minor’s legal guardian) at a facility partially or fully under our jurisdiction are prohibited, except in the circumstances described in subpart b of this policy and under emergency circumstances.
3. Limit physical affection to pats on the shoulder, high-fives, and handshakes during one-on-one interactions, and avoid physical affection that can be misinterpreted.

a. Meetings

- i. Meetings between Applicable Adults and minor divers at a facility partially or fully under our jurisdiction may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.
- ii. If a one-on-one meeting takes place in an office at a facility partially or fully under our jurisdiction, the door to the office must remain unlocked and open. If available, it will occur in an office that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

b. Meetings with mental health care professionals and health care providers

If a mental health care professional and/or health care provider meets with minor divers at a facility partially or fully under our jurisdiction, a closed-door meeting may be permitted to protect patient privacy provided that: (1) the door remains unlocked; (2) another adult is present

at the facility; (3) the other adult is advised that a closed-door meeting is occurring; and (4) written legal guardian consent is obtained in advance by the mental health care professional and/or health care provider, with a copy provided to our organization.

c. Individual training sessions

Individual training sessions between Applicable Adults and minor divers are permitted at a facility partially or fully under our jurisdiction if the training session is observable and interruptible by another adult. It is the responsibility of the Applicable Adult to obtain the written permission of the minor's legal guardian in advance of the individual training session if the individual training session is not observable and interruptible by another adult. Permission for individual training sessions must be obtained at least every six months. Parents, guardians, and other caretakers must be allowed to observe the training session.

Recommended Components

a. Monitoring

When one-on-one interactions between Applicable Adults and minor divers occur at a facility partially or fully under our jurisdiction, Applicable Adults will monitor these interactions. Monitoring includes: knowing that the one-on-one interaction is occurring, the approximate planned duration of the interaction, and randomly dropping in on the one-on-one.

b. Out-of-program contacts

Applicable Adults are prohibited from interacting one-on-one with unrelated minor divers in settings outside of the program that are not observable and interruptible (including, but not limited to, one's home and individual transportation), unless parent/legal guardian consent is provided for each out-of-program contact. Nonetheless, such arrangements are strongly discouraged. However, if one-on-one interaction becomes unavoidable in an out-of-program contact, Applicable Adults must utilize the "Rule of Three." At least two Applicable Adults must transport a single minor diver, or at least two minor divers must be present if transported by a single Applicable Adult.

c. [additional SafeSport best practices per MAAPP "One-on-One Interactions Guidelines" one-pager]:

- Maintain a public calendar of all individual training sessions.
- Include the right to observe directly on consent forms for individual training sessions to remind legal guardians they have such a right.
- Share calendar of mental health care professionals and other health care providers with adults at the facility so they are aware when closed door meetings may be taking place, and that legal guardian consent is required.
- Make legal guardians aware of all mentoring relationships and get consent forms for all activities that are taking place away from practices and events.

USA DIVING REQUIRED POLICIES FOR MESSAGES AND RUBDOWNS / ATHLETIC TRAINING MODALITIES

A. Application

This policy shall apply to:

1. Adult members at a facility that is either partially or fully under the jurisdiction of USA Diving
2. Adult members who have regular contact with amateur divers who are minors;
3. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
4. Adult staff and board members of USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Massage or rubdown/athletic training modality

Any massage or rubdown/athletic training modality performed at a facility or a training or competition venue must be conducted in an open and interruptible location. Any massage of a minor diver must be done with at least one other adult present and must never be done with only the minor diver and the person performing the massage or rubdown/athletic training modality in the room.

Recommended components

- a. Written consent
- b. Written consent by a legal guardian shall be provided before providing each massage or rubdown/athletic training modality on a minor diver. Parents must be permitted to be in the room as an observer.[additional SafeSport best practices per MAAPP “Messages and Rubdowns/Athletic Training Modalities Guidelines” one-pager]:
 - If a separate room in a hotel is modified for and designated as an athletic training room while traveling for competition, in order to perform a massage or rubdown in that room the door must be kept wide open and another adult must be present. Using the door latch/guard so others may enter is not sufficient as it limits the ability of others to see into the room.
 - Place an adult as a monitor that does not personally perform massages and rubdowns inside a training room or other area used for massages and rubdowns to ensure any massage or rubdown occurs with a second adult in the room.
 - Track all massages and rubdowns, and the adults and minors present at that time, to ensure compliance and serve as a reminder to individuals performing massages and to the minor athletes that another adult must be present.
 - Provide education to athletes and legal guardians on the meaning of open and interruptible.

USA DIVING REQUIRED POLICIES FOR LOCKER ROOMS AND CHANGING AREAS

Locker Rooms and Changing Areas pose increased risk for abuse to occur, both between minor athletes and adults and among individuals of the same age.

A. Application

This policy shall apply to:

1. Adult members at a facility that is either partially or fully under the jurisdiction of USA Diving
2. Adult members who have regular contact with amateur divers who are minors;
3. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
4. Adult staff and board members of USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Non-exclusive facility

If our organization uses a facility not fully under our jurisdiction (for, e.g., training or competition or similar events) and the facility is used by multiple constituents, Applicable Adults in categories 1 through 4 are nonetheless required to adhere to the rules set forth herein.

C. Use of recording devices

Use of any device’s (including a cell phone’s) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces at a facility under our organization’s jurisdiction is prohibited. Exceptions may be made for media and championship celebrations, provided that such exceptions are approved USA Diving and two or more Applicable Adults are present.

D. Undress

Under no circumstances shall an unrelated Applicable Adult at a facility under our organization’s jurisdiction intentionally expose his or her breasts, buttocks, groin, or genitals to a minor diver.

E. One-on-one interactions

1. Except for divers on the same team, at no time are unrelated Applicable Adults permitted to be alone with a minor diver in a locker room or changing area when at a facility under our partial or full jurisdiction, except under emergency circumstances.
2. If our organization is using a facility that only has a single locker room or changing area, we will designate separate times for use by Applicable Adults, if any.

F. Monitoring

Our organization regularly and randomly monitors the use of locker rooms and changing areas at facilities under our jurisdiction to ensure compliance with these policies by requiring Applicable Adults to:

1. Stand within earshot of the locker rooms and changing areas when in use by minor divers.
2. Intermittently and briefly check inside locker rooms and changing areas so minor divers know these spaces are monitored.
3. Discourage the use of locker rooms and changing areas by minor divers of different ages at the same time.
4. Prohibit the use of horseplay such as towel snapping in these spaces.
5. Monitors must follow all one-on-one policies when monitoring locker rooms.

Recommended Components

- a. Under no circumstances shall an unrelated Applicable Adult at a facility under our organization's jurisdiction expose his or her breasts, buttocks, groin, or genitals to a minor diver.
- b. To minimize the risk of bullying and hazing, our organization uses locker room monitors to ensure that minor divers are not left unsupervised in locker rooms and changing areas.
- c. Applicable Adults make every effort to recognize when a minor diver goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, will check on the minor diver's whereabouts.
- d. We discourage parents from entering locker rooms and changing areas unless it is truly necessary. In those instances, it should only be a same-sex parent when other minor divers are changing in the same locker room or changing area. If this is necessary, parents should let a coach or administrator know about this in advance.
- e. [additional SafeSport best practices per MAAPP "Locker Rooms and Changing Areas Guidelines" one-pager]:
 - Require locker room monitoring be conducted by two Applicable Adults whenever possible.
 - Post locker room policies on the entrance to locker rooms or on bulletin boards inside locker rooms.
 - Post schedules for use of locker rooms on the entrances to the locker room, specifically outlining times for use by minor divers and separate times for use by Applicable Adults, as necessary.
 - Set expectations that legal guardians should not enter locker rooms unless there is an emergency circumstance. It may be necessary in certain circumstances (e.g., children with disabilities or young children) for legal guardians to assist in the locker room. The USOC/NGBs should set clear expectations regarding how these situations are to be handled.

USA DIVING REQUIRED POLICIES FOR SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS

One-on-one electronic communications and social media can increase the risk of abuse and grooming.

A. Application

This policy shall apply to:

1. Adult members who have regular contact with amateur divers who are minors;
2. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
3. Adult staff and board members at USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Content

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

C. Open and transparent

1. Absent emergency circumstances, if an Applicable Adult with authority over minor divers needs to communicate directly with a minor diver via electronic communications (including social media, messaging services, and email), another Applicable Adult or the minor’s legal guardian will be copied.
2. If a minor diver communicates to the Applicable Adult (with authority over the minor diver) privately first, said Applicable Adult should respond to the minor diver with a copy to another Applicable Adult or the minor’s legal guardian.
3. When an Applicable Adult with authority over minor divers communicates electronically to the entire team, said Applicable Adult will copy another adult.
4. Minor divers may “friend” the organization’s official page.

D. Requests to discontinue

Legal guardians may request in writing that their minor divers not be contacted through any form of electronic communication by the organization or by the Applicable Adults subject to this policy. The organization will abide by any such request that their minor diver not be contacted via electronic communication, absent emergency circumstances.

Recommended components

a. Hours

Electronic communications will generally only be sent between the hours of 8:00 a.m. and 8:00 p.m., unless emergency circumstances exist, or while traveling internationally or during competition travel.

b. Monitoring

- USA Diving prohibits comments on its social media pages that are, or could be construed by any observer to be, harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. Sexually oriented conversations or discussions about sexual activities and inappropriate pictures or inappropriate on pictures are also prohibited.
- The organization monitors its social media pages and removes any posts that violate the organization's policies and practices for appropriate behavior.
- The organization will inform the legal guardian of a minor diver of any prohibited posts, as well as the organization's administrator.

c. Prohibited electronic communications

Applicable Adults with authority over minor divers are not permitted to maintain private social media connections with unrelated minor divers, including messaging, "liking" or "following," activity between Applicable Adults and minor divers. Applicable Adults are not permitted to accept new personal page requests on social media platforms from amateur divers who are minors, unless the Applicable Adult has a fan page, or the contact is deemed as celebrity contact vs. regular contact. Existing social media connections on personal pages with minor divers shall be discontinued. Applicable Adults are encouraged to have "private" or "hidden" personal profiles so that minor divers do not have access to the adult's information.

d. [additional SafeSport best practices per MAAPP "Social Media & Electronic Communications Guidelines" one-pager]:

- Maintain a list of minor athletes whose legal guardians have requested a discontinuance of electronic communications. This makes it easy to ensure no such communication takes place.
- Provide Applicable Adults official email addresses (e.g., individual@organization.org) that are managed by the USOC/NGB and instruct Applicable Adult to use for all USOC/NGB communication.
- Designate an Applicable Adult for each team/club/organization to be copied on all electronic communication.
- Use apps designed for team communication that allow all communication to be seen by all team members (e.g., Teamworks, TeamSnap, SIPlay, etc.).

USA DIVING REQUIRED POLICIES FOR LOCAL TRAVEL

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

A. Application

This policy shall apply to:

1. Adult members who have regular contact with amateur divers who are minors;
2. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
3. Adult staff and board members at USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Transportation

Applicable Adults who are not also acting as a legal guardian shall not ride in a vehicle alone with an unrelated minor diver, absent emergency circumstances, and must have at least two minor divers or another adult at all times, unless otherwise agreed to in writing by the minor diver’s parent/legal guardian in advance of each local travel.

Recommended Components

a. Shared or Carpool Travel Arrangement

We encourage parents/legal guardians to pick up their minor diver first and drop off their minor diver last in any shared or carpool travel arrangement.

- b. Parents/legal guardians receive education concerning child abuse prevention before providing consent for their minor diver to travel alone with an Applicable Adult who is subject to these policies.
- c. Minor divers must be transported directly to their destination. No unauthorized stops may be made.
- d. When using large passenger vehicles or public transportation, Applicable Adults should take roll when boarding and departing. Adults should sit in seats that permit maximum supervision.
- e. Applicable Adults must avoid unnecessary physical contact with minor divers while in vehicles.

- f. Applicable Adults are encouraged to maintain documentation regarding the beginning and ending times and mileage, the names of minors transported and adults involved in transportation, purpose of the transportation, and destination, as well as any unusual occurrences.
- g. [additional SafeSport best practices per MAAPP “Local Travel Guidelines” one-pager]:
 - Request that an unrelated Applicable Adult provides a copy of any consent form allowing them to travel one-on-one with a minor.

USA DIVING REQUIRED POLICIES FOR TEAM TRAVEL

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

A. Application

This policy shall apply to:

1. Adult members who have regular contact with amateur divers who are minors;
2. Any adult authorized by USA Diving to have regular contact with or authority over an amateur diver who is a minor; and
3. Adult staff and board members at USA Diving.

(Collectively “Applicable Adult” for the purposes of this policy.)

B. Team/competition travel

When only one Applicable Adult and one minor diver travel to a competition, the minor diver must have his/her legal guardian’s written permission in advance and for each competition to travel alone with said Applicable Adult.

C. Hotel rooms

Applicable Adults shall not share a hotel room or other sleeping arrangement with a minor diver (unless the Applicable Adult is the legal guardian, sibling, or is otherwise related to the minor diver). However, a parent/legal guardian may consent to such an arrangement in advance and in writing. Furthermore, a parent/legal guardian may consent in advance and in writing to the minor diver sharing a hotel room or other sleeping arrangement with an adult diver.

D. Meetings

Meetings shall be conducted consistent with the organization’s policy for one-on-one interactions (i.e., any such meeting shall be observable and interruptible).

Recommended Components

- a. Team travel policies must be signed and agreed to by all minor divers, parents, and Applicable Adults traveling with the organization.
- b. Applicable Adults who travel with the organization must successfully pass a criminal background check and other screening requirements consistent with the organization’s policies.
- c. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership (two Applicable Adults should be present) and observable and interruptible environments should be maintained.
- d. Meetings should not be conducted in a hotel room.

- e. Parents/legal guardians receive education concerning child abuse prevention before providing consent for their minor diver to travel alone with an Applicable Adult who is subject to these policies.
- f. Physical boundaries at any off-site location (e.g. hotels, practice and competition facilities) must be clearly defined and explained to the minor divers, including curfew hours.
- g. Applicable Adults are expected to regularly and randomly perform head counts and roll checks.
- h. In hotels, minor divers should be assigned to rooms based on sex and age. Applicable Adults should have their own rooms. If an Adult must share a room with a minor diver, they must have their own bed and never change in front of minors.
- i. [additional SafeSport best practices per MAAPP “Team Travel Guidelines” one-pager]:
 - Collect consent forms before any overnight travel. This will ensure if any one-on-one interactions take place, prior written consent has already been provided.
 - Require minor divers to have a fellow minor diver as a partner with whom they stay connected during travel, particularly team/competition travel that includes overnight stays (“buddy system”).
 - Provide itineraries to legal guardians of minor divers prior to travel and include in the schedule designated periods for communication between minor divers and their legal guardians.