



**USA TRIATHLON**  
**SAFE SPORT POLICY HANDBOOK**  
*Recognizing, Reducing and Responding to Misconduct in Sport*

## TABLE OF CONTENTS

<b><u>Introduction</u></b>	<b>3</b>
<b><u>Definitions</u></b>	<b>4</b>
<b>Policies to Recognize, Reduce and Respond to Misconduct in Sport</b>	
<b><u>Minor Athlete Abuse Prevention Policies</u></b>	<b>8</b>
<b><u>USA Triathlon Clubs and Sanctioned Events</u></b>	<b>17</b>
<b><u>Reporting</u></b>	<b>18</b>
<b><u>Enforcement</u></b>	<b>22</b>
<b><u>Appendix A</u></b>	<b>23</b>

## INTRODUCTION

Triathlon encourages a healthy lifestyle and builds self-confidence. Through triathlon, many people have experienced transformative fitness gains.

Unfortunately, sport, including triathlon, can also be a high-risk environment for misconduct. All forms of misconduct are intolerable and in direct conflict with USA Triathlon ideals.

There are six primary types of misconduct covered in this Safe Sport Policy Handbook for the purpose of athlete protection:

- Sexual Misconduct
- Physical Misconduct
- Emotional Misconduct
- Bullying
- Harassment
- Hazing

Misconduct may damage an athlete's psychological well-being. Athletes who have been mistreated may experience social embarrassment, emotional turmoil, psychological scars, and loss of self-esteem, and their relationships with family and friends can be negatively affected. Misconduct often hurts an athlete's competitive performance and may cause him or her to drop out of sport entirely.

Any inquiries about the policies contained in this Safe Sport Policy Handbook should be directed to the USA Triathlon Senior Counsel: [safesport@usatriathlon.org](mailto:safesport@usatriathlon.org).

Nothing in this Handbook should be interpreted to prevent a Club, USA Triathlon, the U.S. Center for SafeSport, or the USOPC from taking appropriate interim measures upon notice of an imminent threat of harm.

## DEFINITIONS

This section defines key words and concepts used throughout this Safe Sport Policy Handbook. The definitions set forth are intended to be universal in nature; however, some definitions vary by state. For example, the legal definition of “child abuse” is determined by each individual state. Guidelines concerning specific states may be found by visiting the Child Welfare Information Gateway [www.childwelfare.gov](http://www.childwelfare.gov).

### Adult Participant

An **Adult Participant** is any adult (18 years of age or older) who is:

1. A member or license holder of USA Triathlon or LAO;
2. An employee or board member of USA Triathlon or LAO;
3. Within the governance or disciplinary jurisdiction of USA Triathlon or LAO;
4. Authorized, approved, or appointed by USA Triathlon or LAO to have regular contact with or authority over Minor Athletes.

Examples include:

- USA Triathlon Staff
- USA Triathlon Interns
- USA Triathlon Board Members
- USA Triathlon Certified Coaches
- USA Triathlon Certified Race Directors
- USA Triathlon Youth Event Race Directors
- USA Triathlon Certified Officials
- USA Triathlon National Team Elite Contracted Medical Personnel (i.e. doctors, trainers, chiropractors)
- USA Triathlon National Team Elite Contracted Massage Therapists
- USA Triathlon National Team Elite Contracted Mechanics
- USA Triathlon contractors who have direct contact with Athletes
- USA Triathlon Elite National Team Program Athletes
- Adult members who have regular contact with Minor Athletes
- Any other individual that USA Triathlon formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have regular contact with any Minor Athlete, including coaches, not already listed above
- Adults at LAOs who have regular contact with Minor Athletes, or are so designated by the LAO
- Any other individual that a LAO formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have regular contact with any Minor Athlete not already listed above or so designated by the LAO
- Board members of LAOs
- LAO Administrators and Staff
- Any non-athlete USA Triathlon authorizes to train, reside, or work at any Olympic Training Center, not already listed above

Any person who is an “Adult Participant” under these policies and/or the rules of the U.S. Center for SafeSport is subject to the rules, policies, and procedures of this Handbook and the U.S. Center for SafeSport and will submit, without reservation or condition, to the jurisdiction of the U.S. Center for SafeSport for the resolution of any alleged violations of those rules, policies, or procedures, as they may be amended from time to time.

The following chart shows additional examples of Adult Participants: .

<b>Adult Participants</b>	<b>Regular Contact</b>	<b>Authority</b>
USA Triathlon staff		✓
USA Triathlon board members		✓
LAO administrators and staff		✓
LAO board members		✓
Coaches	✓	✓
Officials	✓	✓
Race Directors	✓	✓
Lifeguards		
Adult Athletes		
Adult Athletes who have Regular Contact with Minor Athletes	✓	
Volunteers with no or limited contact with minor athletes		
Volunteers with contact with minor athletes	✓	
Medical personnel with no regular contact with athletes		
Medical personnel, such as athletic trainers, doctors, or chiropractors with regular contact with athletes	✓	
Contractors or vendors with no contact with minor athletes		
Contractors or vendors with regular contact with minor athletes	✓	

### **Adult Participant Personal Care Assistant**

An Adult Participant who assists an athlete requiring help with activities of daily living (ADL) and preparation for athletic participation. This support can be provided by a Guide for Blind or visually impaired athletes or can include assistance with transfer, dressing, showering, medication administration, and toileting. Personal Care Assistants are different for every athlete and should be individualized to fit their specific needs. When assisting a Minor Athlete, Adult Participant PCAs must be authorized by the athlete's parent/guardian.

#### **Athlete:**

Any individual who participates or competes as an athlete in a USA Triathlon sanctioned event and/or is a USA Triathlon member.

#### **Authority:**

When one person's position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person. Also see the Power Imbalance definition below in this policy.

### **Close-in-Age Exception**

An exception applicable to certain policies when an Adult Participant does not have authority over a Minor Athlete

*and* is not more than four years older than the Minor Athlete (e.g., a 19-year-old and a 16-year-old). Note: this exception *only* applies within the prevention policies and *not* regarding conduct defined in the SafeSport Code.

### **Coach**

Any adult that has or shares the responsibility for instructing, teaching, training, or advising an athlete in the context of triathlon and is certified as a USA Triathlon coach.

### **Dual Relationships**

An exception applicable to certain policies when an Adult Participant has a dual role or relationship with a Minor Athlete and the Minor Athlete's parent/guardian has provided written consent at least annually authorizing the exception.

### **In-Program Contact**

In-Program Contact includes sanctioned events and facilities, but it also applies more broadly to sport-related interactions. **The MAAPP defines "In-Program Contact" as:**

*Any contact (including communications, interactions, or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport.*

Examples of in-program contact include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post event meals or outings, team travel, sport-related relationship building activities, celebrations, award ceremonies, banquets, sport-related fundraising or community service, sport education, or competition site visits.

### **Local Affiliated Organization (LAO)**

A regional, state, or local club or organization that is directly affiliated with an NGB or that is affiliated with an NGB by its direct affiliation with a regional or state affiliate of said NGB. LAO does not include a regional, state, or local club or organization that is only a member of a National Member Organization of an NGB. USA Triathlon's LAOs must be certified, including high school clubs, collegiate clubs, or other clubs.

### **Minor Athlete**

An amateur athlete under 18 years of age who participates in, or participated within the previous 12 months in, an event, program, activity or competition that is part of, or partially or fully under the jurisdiction of USA Triathlon or LAOs.

Partial or Full Jurisdiction: Includes any sanctioned event (including all travel and lodging in connection with the event) by USA Triathlon or LAO, or any facility that USA Triathlon or LAO owns, leases, or rents for practice, training, or competition.

### **Misconduct**

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

### **Power Imbalance**

A Power Imbalance may exist where, based on the totality of the circumstances, one person has supervisory, evaluative, or other authority over another. Whether there is a Power Imbalance depends on several factors, including but not limited to: the nature and extent of the supervisory, evaluative or other authority over the person;

the actual relationship between the parties; the parties' respective roles; the nature and duration of the relationship; the age of the parties involved; whether there is an aggressor; whether there is a significant disparity in age, size, strength, or mental capacity.

Once a coach-Athlete relationship is established with a Minor Athlete or Elite Athlete, a Power Imbalance is presumed to exist throughout the coach-Athlete relationship (regardless of age) and is presumed to continue for Minor Athletes after the coach Athlete relationship terminates until the Athlete reaches 20 years of age.

This may not apply to instances where there is no imbalance of power (such as a relationship between adults of similar age and both over 20 years of age, where no other factors indicating an imbalance of power exist) and the relationship or conduct is not otherwise in violation of this Policy or the rules, policies, and procedures of the U.S. Center for SafeSport.

A Power Imbalance may exist, but is not presumed, between adult athletes and coaches who are in an Intimate Relationship (e.g., a relationship between two spouses or life partners that preceded the sport relationship).

### **Regular Contact**

Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any Minor Athlete(s).

Examples include:

- Coaches who work with Minor Athletes
- Adult Participants in clubs with minor athletes

### **The Center**

The U.S. Center for SafeSport.

### **The Code**

The U.S. Center for SafeSport's rules, policies, and procedures, including, but not limited to, the document titled "SafeSport Code."

# MINOR ATHLETE ABUSE PREVENTION POLICIES

## INTRODUCTION

### Authority

The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017 authorizes the U.S. Center for SafeSport (Center) to develop training and policies to prevent abuse—including physical, emotional, and sexual abuse—within the U.S. Olympic & Paralympic Movement. 36 U.S.C. § 220542(a)(1). Federal law requires that, at a minimum, national governing bodies and paralympic sports organizations *must offer and give consistent training related to the prevention of child abuse: (1) to all adult members who are in regular contact with amateur athletes who are minors and (2) subject to parental consent, to members who are minors.* 36 U.S.C. § 220542(a)(2)(E). Federal law requires that these policies contain reasonable procedures to limit unobservable and uninterrupted one-on-one interactions between an amateur athlete, who is a minor, and an adult, who is not the minor’s legal guardian, at facilities under the jurisdiction of organizations within the U.S. Olympic & Paralympic Movement. 36 U.S.C. § 220542(a)(2)(C).

### What is the MAAPP?

The Center has developed the Minor Athlete Abuse Prevention Policies (MAAPP), which is adopted here by USA Triathlon. The MAAPP is a collection of proactive prevention and training policies for the U.S. Olympic & Paralympic Movement. It has two primary components:

1. An **Education & Training Policy** that requires training for certain Adult Participants within the Olympic & Paralympic Movement; and
2. **Required Prevention Policies**, focused on limiting one-on-one interactions between Adult Participants and Minor Athletes, that organizations within the Olympic & Paralympic Movement must implement to prevent abuse.

## SCOPE

### The MAAPP Applies to “In-Program Contact” Within the Olympic & Paralympic Movement

The MAAPP is required for the U.S. Olympic & Paralympic Committee (USOPC), National Governing Bodies (NGB) such as USA Triathlon, Local Affiliated Organizations (LAO), and Paralympic Sport Organizations (PSO) within the Olympic & Paralympic Movement (each an “Organization”).

Some policies impose requirements on USA Triathlon and the events it sanctions. For example, USA Triathlon and its sanctioned event race directors must monitor changing rooms at their facilities and events, if they exist. Other policies impose certain requirements on Adult Participants under USA Triathlon’s jurisdiction when the Adult Participant is having “In-Program Contact.” For example, Adult Participants cannot have one-on-one electronic communications with Minor Athletes that they coach.

### Does the MAAPP Have Any Exceptions?

Yes. The MAAPP was written with certain appropriate exceptions in mind. Exceptions are addressed in each policy and include:

1. A Close-in-Age Exception

This exception applies to certain policies and allows for In-Program Contact between an Adult Participant and a Minor Athlete if:

- a. The Adult Participant has no authority over the Minor Athlete; and
- b. The Adult Participant is not more than four years older than the Minor Athlete.

*Note: This exception is different than the close-in-age exception in the [SafeSport Code](#) pertaining to misconduct.*

2. Exceptions for Adult Participant Personal Care Assistants Working with a Minor Athlete

3. Exceptions for Dual Relationships

This exception applies to certain policies when the Adult Participant has a dual role or relationship with a Minor Athlete. The exception requires written consent of the Minor Athlete's parent/guardian at least annually.

Many of the exceptions require parent/guardian consent. USA Triathlon recommends parents take training on child abuse prevention before providing consent under these policies. The U.S. Center for SafeSport offers a free Parent Course at safesporttrained.org

**Is the MAAPP Different from the SafeSport Code?**

Yes. The [SafeSport Code](#) works alongside the MAAPP to prevent abuse. The MAAPP includes proactive prevention policies for organizations and individuals, while the SafeSport Code contains misconduct policies for individuals. However, violations of the MAAPP can violate the SafeSport Code, and violators can be sanctioned.

## PART I

### TRAINING & EDUCATION POLICY

Many USA Triathlon participants must successfully complete awareness training provided by the U.S. Center for SafeSport (Center) concerning misconduct in sport. USA Triathlon will update categories of people included in the training and education policy as needed.

USA Triathlon will maintain accurate and up-to-date tracking of such approved training and education. Periodic checks for compliance will be completed for all individuals required to complete such training and education as specified above.

#### A. Mandatory Child Abuse Prevention Training for Adult Participants

1. Adult Participants Required to Complete Training

- a. The following Adult Participants must complete the SafeSport™ Trained Core either through the Center's online training or the Center's approved, in-person training:
  - i. Adult Participants who have **regular contact** with any amateur athlete(s) who is a minor;
  - ii. Adult Participants who have **authority over** any amateur athlete(s) who is a minor;

- iii. Adult Participants who are an employee or board member of USA Triathlon or LAO.;
- b. Adult Participants who are medical providers required to take training under Section (a) can take the Health Professionals Course in lieu of the SafeSport™ Trained Core.

2. Timing of Training

Adult Participants must complete this training:

- a. Before regular contact with an amateur athlete who is a minor begins; and
- b. Within the first 45 days of either initial membership or upon beginning a new role subjecting the adult to this policy.

3. Refresher Training

The above listed Adult Participants must complete a refresher course on an annual basis, within 12 months after completing the SafeSport™ Trained Core. Every four years, Adult Participants will complete the SafeSport™ Trained Core training. Medical providers can take the Health Professionals Course in lieu of the SafeSport™ Trained Core and are required to take the refresher courses on an annual basis if they meet the criteria for A(1).

**B. Minor Athlete Training**

- 1. USA Triathlon and LAOs offers and, subject to parental consent, gives training to Minor Athletes on the prevention and reporting of child abuse on an annual basis.
- 2. The Center offers youth courses, located at safesporttrained.org that meet this requirement.

**C. Parent Training**

- 1. USA Triathlon and LAOs offers training to parents on the prevention and reporting of child abuse on an annual basis.
- 2. The Center offers a parent course, located at safesporttrained.org hat meets this requirement.

**D. Optional Training**

- 1. Adult Participants serving in a volunteer capacity, who will not have regular contact with or authority over Minor Athletes, should take the Center's brief Volunteer Course (or *SafeSport Trained Core*) before engaging or interacting with any Minor Athlete(s).
- 2. Parents of Minor Athletes are provided free online access to the Center's parent course and are encouraged to take the training.

**E. Exemptions and Accommodations**

- 1. Exemptions from this Education & Training Policy may be made on a case-by-case basis for victims/survivors. Requests may be made directly to the U.S. Center for SafeSport at [exemptions@safesport.org](mailto:exemptions@safesport.org).
- 2. The Center will work with USA Triathlon on appropriate accommodations for persons with disabilities and individuals with limited English proficiency to satisfy these training requirements.

USA Triathlon will provide reasonable accommodations and track any exemptions for individuals with disabilities and individuals with limited English proficiency.

## PART II

### REQUIRED POLICIES FOR ONE-ON-ONE INTERACTIONS

The USA Triathlon recognizes that youth-adult relationships can be healthy and valuable for development. Policies on one-on-one interactions protect children while allowing for these beneficial relationships. As child sexual abuse is often perpetrated in isolated, one-on-one situations, it is critical that organizations limit such interactions between youth and adults and implement programs that reduce the risk of sexual abuse.

For purposes of this policy, “Organization” includes USA Triathlon, clubs and sanctioned clinic and race organizers.

#### ONE-ON-ONE INTERACTIONS

##### A. Observable and Interruptible:

1. **Permitted:** All In-Program, one-on-one interactions between Minor Athletes and Adult Participants are permitted, if they occur at an observable and interruptible distance by another adult.
2. **Prohibited:** Isolated, In-Program one-on-one interactions between Minor Athletes and Adult Participants that do not occur at an observable and interruptible distance by another adult are prohibited, except in emergency circumstances.
3. **Exceptions:**
  - i. When a Dual Relationship exists; or
  - ii. When the Close-in-Age Exception applies; or
  - iii. If a Minor Athlete needs a Personal Care Assistant, and:
    - a. the Minor Athlete’s parent/guardian has provided written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete;
    - b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy;
    - c. the Adult Participant Personal Care Assistant has complied with the Organization’s screening policy; and
  - iv. In other circumstances specifically addressed in this policy that allow for certain one-on-one interactions if the Organization receives parent/guardian consent.

#### MEETINGS AND TRAININGS SESSIONS

##### A. Meetings and Training Sessions

1. Observable and Interruptible  
Adult Participants must follow the one-on-one interaction policy in all meetings and training sessions where Minor Athlete(s) are present.
2. Meetings with licensed mental health care professionals and health care providers (other than athletic trainers<sup>1</sup>)

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<sup>1</sup> Athletic trainers who are covered under these policies must follow the “Athletic Training Modalities, Massages, and Rubdowns” policy.

If a licensed mental health care professional or licensed health care provider meets one-on-one with a Minor Athlete at a sanctioned event or a facility, which is partially or fully under USA Triathlon's jurisdiction, the meeting must be observable and interruptible except:

- i. If the door remains unlocked; and
- ii. Another adult is present at the facility and notified that a meeting is occurring, although the Minor Athlete's identity needs not be disclosed; and
- iii. The Organization is notified that the provider will be meeting with a Minor Athlete; and
- iv. The provider obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

## **B. Individual Training Sessions**

1. One-on-one, In-Program, individual training sessions must be observable and interruptible except if:
  - i. A Dual Relationship exists; or
  - ii. The Close-in-Age Exception applies; or
  - iii. A Minor Athlete needs a Personal Care Assistant, and:
    - a. The Minor Athlete's parent/guardian has provided written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    - b. The Adult Participant Personal Care Assistant has complied with the Organization's screening policy.
2. The Adult Participant providing the individual training session must receive advance, written consent from the Minor Athlete's parent/guardian at least annually, which can be withdrawn at any time; and
3. Parents/guardians must be allowed to observe the individual training session.

## **C. Recommended**

1. Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, cannot have out-of-program contact with Minor Athlete(s) without legal/parent guardian consent, even if the out-of-program contact is not one-on-one.

# **ATHLETIC TRAINING MODALITY, MASSAGE, AND RUBDOWN**

## **A. Athletic training modality, massage, or rubdown**

1. All In-Program athletic training modalities, massages, or rubdowns of a Minor Athlete must:
  - i. Be observable and interruptible and Have another Adult Participant physically present for the athletic training modality, massage or rubdown;
  - ii. Have documented consent as explained in subsection (B) below;
  - iii. Be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin, or genitals are always covered; and
  - iv. Allow parents/guardians in the room as an observer, except for competition or training venues that limit credentialing.

## **B. Consent**

1. Providers of athletic training modalities, massages, and rubdowns, or the Organization when applicable, must obtain consent at least annually from Minor Athletes' parents/guardians before providing any athletic training modalities, massages, or rubdowns.
2. Minor Athletes or their parents/guardians can withdraw consent at any time.

### **C. Recommended**

1. Even if a coach is a licensed massage therapist or certified athletic trainer, the coach should not perform a rubdown or massage of an athlete under any circumstance.

## **LOCKER ROOMS, RESTROOMS, AND CHANGING AREAS**

### **A. Observable and Interruptible**

1. Adult Participants must ensure that all In-Program Contact with Minor Athlete(s) in a locker room, changing area, or similar space where Minor Athlete(s) are present is observable and interruptible, except if:
  - i. A Dual Relationship exists; or
  - ii. The Close-in-Age Exception applies; or
  - iii. A Minor Athlete needs a Personal Care Assistant and:
    - a. the Minor Athlete's parent/guardian has provided written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete;
    - b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    - c. the Adult Participant Personal Care Assistant has complied with the Organization's screening policy.

### **B. Conduct in Locker Rooms, Changing Areas, and Similar Spaces**

1. No Adult Participant or Minor Athlete can use the photographic or recording capabilities of any device in locker rooms, changing areas, or any other area designated as a place for changing clothes or undressing.
2. Adult Participants must not change clothes or behave in a manner that intentionally or recklessly exposes their breasts, buttocks, groins, or genitals to a Minor Athlete.
3. Adult Participants must not shower with Minor Athletes unless:
  - i. The Adult Participant meets the Close-in-Age Exception; or
  - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
4. Parents/guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participant(s) during In-Program Contact. USA Triathlon, clubs, and the Adult Participant(s) must abide by this request.

### **C. Use of Recording Devices**

1. Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras, and video cameras by an Adult Participant or Minor Athlete in locker rooms, rest rooms, changing areas or similar spaces is prohibited. Exceptions may be made for media and championship celebrations, provided that: parent/legal guardian consent has been obtained; and everyone is fully clothed, such exceptions are approved by the Organization, and two or more adults are present.

### **D. Undress**

1. Under no circumstances shall an unrelated Adult Participant change clothes or behave in a manner that intentionally or recklessly exposes their breasts, buttocks, groin, or genitals to a minor athlete.

### **E. Personal Care Assistants**

1. Adult Participant Personal Care Assistants are permitted to be with and assist Minor Athlete(s) in locker rooms, changing areas, and similar spaces where other Minor Athletes are present, if they meet the requirements in subsection (A)(1)(iii) above.

#### **F. Availability and Monitoring of Locker Rooms, Changing Areas, and Similar Spaces**

1. An Organization must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at sanctioned events or facilities partially or fully under the Organization's jurisdiction.
2. USA Triathlon, Race Director or Club must monitor the use of locker rooms, changing areas, and similar spaces to ensure compliance with these policies at sanctioned events or facilities partially or fully under the Organization's jurisdiction.

#### **G. Isolated one-on-one interactions**

1. If an Organization is using a facility that has access to a single set of facilities such as locker rooms, rest rooms, or changing areas, it will designate times for use by Adult Participants, if any.

#### **H. Monitoring**

1. The Organization and Adult Participants shall regularly and randomly monitor the use of locker rooms, rest rooms, and changing areas at an Organization's event or activity taking place at a facility partially or fully under an Organization's jurisdiction or control (recognized USA Triathlon/LAO training site) to ensure compliance with these policies.

#### **I. Recommended Components**

1. Adult Participants should make every effort to recognize when a Minor Athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, should check on the athlete's whereabouts.
2. USA Triathlon discourages parents from entering locker rooms and changing areas unless it is truly necessary. In those instances, it should only be a same-sex parent. If this is necessary, parents should let a coach or administrator know about this in advance.

### **SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS**

#### **A. Open and Transparent**

1. All one-on-one electronic communications between an Adult Participant and a Minor Athlete must be Open and Transparent except:
  - i. When a Dual Relationship exists; or
  - ii. When the Close-in-Age Exception applies; or
  - iii. If a Minor Athlete needs a Personal Care Assistant and:
    - a. the Minor Athlete's parent/guardian has provided written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete;
    - b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    - c. the Adult Participant Personal Care Assistant has complied with the Organization's screening policy.
2. Open and Transparent means that the Adult Participant copies or includes the Minor Athlete's parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant.

- If a Minor Athlete communicates with the Adult Participant first, the Adult Participant must follow this policy if the Adult Participant responds.
3. Only platforms that allow for Open and Transparent communication may be used to communicate with Minor Athletes.

#### **B. Team Communication**

1. When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, the Adult Participant must copy or include another Adult Participant or the Minor Athletes' parents/guardians.

#### **C. Content**

1. All electronic communication originating from an Adult Participant(s) to a Minor Athlete(s) must be professional in nature unless an exception exists.

#### **D. Requests to discontinue**

1. Parents/guardians may request in writing that the organization or an Adult Participant subject to this policy not contact their Minor Athlete through any form of electronic communication. The organization and the Adult Participant must abide by any request to discontinue, absent emergency circumstances.

#### **E. Accounts and pages**

1. Athletes who are minors may "friend" USA Triathlon's page and their official club or team's page, but not the personal page of a coach or other Participating Adult.

#### **F. Monitoring**

1. USA Triathlon monitors its social media pages and may remove any posts that violate its policies and practices for appropriate behavior.
2. USA Triathlon will inform the legal guardian of a Minor Athlete of any prohibited posts, as well as the organization's administrator.

### **TRANSPORTATION**

#### **A. Transportation**

1. An Adult Participant cannot transport a Minor Athlete one-on-one during In-Program travel, except if:
  - i. A Dual Relationship exists; or
  - ii. The Close-in-Age Exception applies; or
  - iii. A Minor Athlete needs a Personal Care Assistant and:
    - a. the Minor Athlete's parent/guardian has provided written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
    - b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    - c. the Adult Participant Personal Care Assistant has complied with the Organization's screening policy; or
  - iv. The Adult Participant has advance, written consent to transport the Minor Athlete one-on-one obtained at least annually from the Minor Athlete's parent/guardian.
2. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.
3. An Adult Participant meets the In-Program transportation requirements if the Adult Participant is accompanied by another Adult Participant or at least two minors.

4. Written consent from a Minor Athlete's parent/guardian is required for all transportation sanctioned by USA Triathlon or a club at least annually.

## **B. Recommended Component**

1. Shared or Carpool Travel Arrangement
  - a. USA Triathlon encourages parents/guardians to pick up their Minor Athlete first and drop off their Minor Athlete last in any shared or carpool travel arrangement.

## **LODGING**

### **A. Hotel Rooms and Other Sleeping Arrangements**

1. All In-Program Contact at a hotel or lodging site between an Adult Participant and a Minor Athlete must be observable and interruptible, and an Adult Participant cannot share a hotel room or otherwise sleep in the same room with a Minor Athlete(s), except if:
  - i. A Dual Relationship Exists, and the Minor Athlete's parent/guardian has provided the Organization with advance, written consent for the lodging arrangement;
  - ii. The Close-in-Age Exception applies, and the Minor Athlete's parent/guardian has provided the Organization with advance, written consent for the lodging arrangement; or
  - iii. The Minor Athlete needs a Personal Care Assistant, and:
    - a. The Minor Athlete's parent/guardian has provided advance, written consent to the Organization for the Adult Participant Personal Care Assistant to work with the Minor Athlete and for the lodging arrangement;
    - b. The Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
    - c. The Adult Participant Personal Care Assistant has complied with the Organization's screening policy.
  - iv. Written consent from a Minor Athlete's parent/guardian must be obtained for all In-Program lodging at least annually.

### **B. Monitoring or Room Checks During In-Program Travel**

1. If the Organization or team performs room checks during In-Program lodging, the one-on-one interaction policy must be followed and at least two adults must be present for the room checks.

### **C. Additional Requirements for Lodging Authorized or Funded by the Organization**

1. Adult Participants traveling with the Organization must agree to and sign the Organization's lodging policy at least annually.
2. Adult Participants that travel overnight with Minor Athlete(s) are assumed to have Authority over Minor Athlete(s) and thus must comply with the Center's Education & Training Policy.

### **D. Meetings**

1. 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.
2. Meetings shall not be conducted in a hotel room. If a meeting is needed, the Participating Adult should seek a common area in the hotel such as a lobby or a conference room while abiding by the one-on-one interaction policy.

**E. Recommended Component**

1. Parent Training

- a. USA Triathlon encourages parents/legal guardians to receive education concerning child abuse prevention before providing consent for their minor to travel alone with an Adult Participant.

# USA TRIATHLON CLUBS AND SANCTIONED EVENTS

## Training and Education

1. All Clubs/Events must designate a primary Club SafeSport contact. If no contact is designated, the individual registering the Club/Event with USA Triathlon will be the default Club/Event SafeSport contact. All Clubs must provide to USA Triathlon the names of its staff, Board members and individual Club members who have regular contact with Minor Athletes, and any other individual that the Club formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have regular contact with any amateur athlete who is a minor. Such individuals are required to take training and education, pursuant to the policies in this Handbook. Clubs must maintain up-to-date records of the individuals it has designated under section 2(a) above, and their compliance with USA Triathlon's education, training, and background check requirements. It is the responsibility of the Club SafeSport contact to ensure compliance with this Handbook, the Code, and other SafeSport policies of the Center, USA Triathlon, and the USOPC, and to designate others to complete SafeSport training and background checks as necessary and required under this Handbook and section 2, above.
2. At any Club function at which Minor Athletes are present, at least one SafeSport™ trained adult must be present at all times. SafeSport™ trained adults present at Club functions are responsible for looking for and reporting signs of boundary violations and potential misconduct and abuse violations.

## Reporting Procedures

1. All USA Triathlon Clubs and sanctioned events must follow the Reporting Policy of this Handbook in reference to reporting requirements.

## Events

All sanctioned events with minor athletes must follow USA Triathlon's Sanctioned Event Policy, which is distributed to Race Directors following receiving their sanction. This policy, available in Appendix B of this document, details the expectations for quality control, training, and following the MAAPP. All events with minors are expected to follow these requirements.

# REPORTING

**USA Triathlon members and Adult Participants shall report any misconduct or violations as defined in the Minor Athlete Abuse Prevention Policies or elsewhere in this Safe Sport Policy Handbook, to the U.S. Center for SafeSport or USA Triathlon, in addition to law enforcement as required by any state or federal reporting requirements. There are no fees or cost involved in making a report.**

In the event that any USA Triathlon member or Adult Participant either (i) observes misconduct as defined in this Safe Sport Policy Handbook or the Code (ii) has reported to him or her allegations of misconduct as defined in this Safe Sport Policy Handbook or the Code or (iii) reasonably suspects that an incident(s) of sexual Misconduct has occurred, it is the personal responsibility of the individual to immediately report this to the U.S. Center for SafeSport, and/or law enforcement, as applicable. For instances of (i) and (ii), the individual may immediately make a report to USA Triathlon’s Senior Counsel as well. The individual should not attempt to evaluate the credibility or validity of the allegations as a condition for reporting. USA Triathlon shall report allegations to law enforcement authorities and/or the U.S. Center for SafeSport, as applicable.

## Whistleblower Protection

Regardless of whether the allegation(s) is proven, USA Triathlon will support the complainant(s) and his or her right to express concerns in good faith. USA Triathlon will not encourage, allow or tolerate attempts from any individual to retaliate, punish or in any way harm any individual(s) who reports a concern in good faith or provides information or testimony to USA Triathlon, or otherwise cooperates with USA Triathlon, in good faith, in the course of an investigation and/or disciplinary action. Such retaliatory actions against such an individual may be grounds for disciplinary action.

## Bad-Faith Allegations

Submitting a knowingly false allegation is prohibited and may violate state criminal law and civil defamation laws. Such reports will be considered a violation of USA Triathlon Safe Sport Policy Handbook and may be subject to penalty.

## **ADDITIONAL CONSIDERATIONS REGARDING REPORTING SEXUAL MISCONDUCT**

### Grooming

Because sexual abusers often “groom” children for abuse – the process used by offenders to select a child, to win the child’s trust (and the trust of the child’s parent or guardian), to manipulate the child into sexual activity and to keep the child from disclosing abuse – it is possible that a USA Triathlon member may witness behavior intended to groom a child for sexual abuse. All questions or concerns related to inappropriate, suspicious or suspected grooming behavior should be directed to the Center and/or the USA Triathlon Senior Counsel

### Peer-to-Peer Sexual Abuse

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. Whether or not a sexual interaction between children 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 Center and/or the USA Triathlon Senior Counsel.

### Power Imbalance

The full definition of Power Imbalance is in the Definitions section of this policy. A Power Imbalance may exist where, based on the totality of the circumstances, one person has supervisory, evaluative, or other authority over another. Whether there is a Power Imbalance depends on several factors, including but not limited to: the nature and extent of the supervisory, evaluative or other authority over the person; the actual relationship between the parties; the parties' respective roles; the nature and duration of the relationship; the age of the parties involved; whether there is an aggressor; whether there is a significant disparity in age, size, strength, or mental capacity.

As a majority of USA Triathlon's participants are adult recreational athletes (i.e. athletes who train and compete for fun, with no intention of pursuing an elite career), adult athletes and coaches do not have a presumed imbalance of power. Intimate relationships between adult athletes and coaches are not considered to have an imbalance of power. However, intimate relationships between coaches and Minor Athletes, or coaches and elite athletes would be considered to have an imbalance of power.

## **REPORTING PROCEDURE**

### To Whom to Report

All reports must go to the U.S. Center for SafeSport or the USA Triathlon Senior Counsel. In some cases, state and federal law imposes a duty to report any allegation of child physical or sexual abuse to relevant law enforcement or other authorities. Reporting to the Center or USA Triathlon may not relieve an individual of their duty to report to law enforcement or other authorities, and individuals should confirm that they have complied with any relevant state and federal reporting requirements.

*\* For mandatory reporting laws, visit [www.childwelfare.gov](http://www.childwelfare.gov).*

### Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017

Pursuant to the Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017, an Adult Participant who learns of facts that give reason to suspect that a child has suffered an incident of child abuse, including sexual abuse, as those terms are used in 34 U.S.C. § 20341, shall as soon as possible make a report of the suspected abuse to the agency designated by the Attorney General under subsection (d) of 34 U.S.C. § 20341.

### How to Report

USA Triathlon will take a report in the way that is most comfortable for the person initiating a report including an anonymous, in-person, verbal or written report. Regardless of the method of reporting, it is helpful to USA Triathlon to get the following information: (1) the name of the complainant(s); (2) the type of misconduct alleged; (3) the name(s) of the alleged victim(s); and (4) the name(s) of the individual(s) alleged to have committed the misconduct.

Individuals may also complete an Incident Report Form. Information on this form will include:

1. the name(s) of the complainant(s)
2. the type of misconduct alleged
3. the name(s) of the alleged victim(s)
4. the name(s) of the individual(s) alleged to have committed the misconduct
5. the approximate dates the misconduct was committed
6. the names of other individuals who might have information regarding the alleged misconduct
7. a summary statement of the reasons to believe that misconduct has occurred

A copy of the USA Triathlon Reporting Form can be found at:  
<https://www.teamusa.org/USA-Triathlon/USAT-for-Me/Athlete-Resources/SafeSport>

Individuals are encouraged to also report directly to the Center for SafeSport by calling 833-587-7233 or going to: <https://safesport.i-sight.com/portal>.

#### Reporting MAAPP Violations

Violations of the Minor Athlete Abuse Prevention Policy can be reported to USA Triathlon by the reporting guidelines above.

USA Triathlon must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

## **CONFIDENTIALITY AND ANONYMOUS REPORTING**

#### Confidentiality

To the extent permitted by law, and as appropriate, USA Triathlon will handle any report it receives confidentially and discretely and will not make public the names of the complaint(s), potential victim(s), or accused perpetrator(s); however, USA Triathlon may disclose such names on a limited basis when conducting an investigation or reporting to law enforcement authorities or the Center.

#### Anonymous Reporting

USA Triathlon recognizes it can be difficult to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. Anonymous reports may be made without the formality of completing an Incident Report Form:

1. by completing the Reporting Form without including their name; or
2. by expressing concerns verbally to the USA Triathlon Senior Counsel or other staff member.

Anonymous reporting may make it difficult for USA Triathlon to investigate or properly address allegations.

## **HOW REPORTS ARE HANDLED**

#### Suspicious or Allegations of Child Physical or Sexual Abuse

1. Reporting to Law Enforcement and/or Child Protective Services
  - a. USA Triathlon will report all allegations of child physical or sexual abuse to law enforcement authorities and to the U.S. Center for SafeSport. USA Triathlon does not attempt to evaluate the credibility or validity of child physical or sexual abuse as a condition for reporting to

appropriate law enforcement authorities. As necessary, however, USA Triathlon may ask a few clarifying questions of the person making the report to adequately report the suspicion or allegation to law enforcement authorities.

### Misconduct and Policy Violations

1. Reporting to the U.S. Center for SafeSport
  - a. USA Triathlon will report all allegations of sexual misconduct and child abuse to the U.S. Center for SafeSport. USA Triathlon does not attempt to evaluate the credibility or validity of such allegations as a condition for reporting to appropriate law enforcement authorities. As necessary, however, USA Triathlon may ask a few clarifying questions of the person making the report to adequately report the suspicion or allegation to the Center.

### USA Triathlon

1. USA Triathlon addresses alleged Safe Sport Policy Handbook violations and misconduct, including Athlete Protection Policy or Minor Athlete Abuse Prevention Policies violations, even if such violations and misconduct are not reportable, punishable, and/or prosecuted under relevant state or federal law.
2. USA Triathlon may also investigate allegations of misconduct (in instances where the Center does not take jurisdiction) that are reportable to, or being processed by, law enforcement, if such investigation does not interfere with any ongoing criminal investigation or prosecution for abuse. Such allegations may include:
  - a. Abuse reported outside the relevant statutes of limitation
  - b. Allegations of abuse that were reported to authorities, but: (a) legal authorities did not press criminal charges; or (b) criminal charges were filed, but not pursued to trial.

## **INVESTIGATION**

Following USA Triathlon's receipt of an allegation of Safe Sport Policy violations or misconduct, including Athlete Protection Policy or Minor Athlete Abuse Prevention Policies violations, USA Triathlon may investigate the allegation.

## **NOTIFICATION**

Following USA Triathlon's receipt of an allegation involving Safe Sport-related misconduct, USA Triathlon may consider the circumstances in which it will notify other parents of athletes with whom the accused individual may have had contact. In USA Triathlon's discretion, and as appropriate, USA Triathlon may notify relevant staff members, contractors, volunteers, parents, and/or athletes of any such allegation that (1) law enforcement authorities are actively investigating; or (2) that USA Triathlon or the Center is investigating. Advising others of an allegation may lead to additional reports of child physical or sexual abuse and other misconduct.

# ENFORCEMENT

## Enforcement

The enforcement of the policies contained in this Safe Sport Policy Handbook fall under the jurisdiction of the USA Triathlon Board of Hearings and Appeals (with the exception of misconduct over which the U.S. Center for SafeSport has and/or takes jurisdiction over). As such, Article XIV of the USA Triathlon Bylaws governs the enforcement phase and set forth the penalties that may be imposed for any violation of this Safe Sport Policy Handbook, subject to any departures deemed reasonable and necessary by the USA Triathlon Safe Sport Hearing and Appeals Committee.

USA Triathlon's Bylaws can be found at: <https://www.teamusa.org/USA-Triathlon/About/USAT/Governance>.

Neither civil nor criminal statutes of limitation apply to reports of cases of misconduct under the jurisdiction of the USA Triathlon Safe Sport Hearing and Appeals Committee.

**Notwithstanding the above, USA Triathlon will mirror and reflect any sanctions imposed by the U.S. Center for SafeSport, whether permanent or temporary.**

Any person who is a USA Triathlon member or a Participant under these policies and/or the rules of the U.S. Center for SafeSport, is subject to the rules, policies, and procedures of the U.S. Center for SafeSport and will submit, without reservation or condition, to the jurisdiction of the U.S. Center for SafeSport for the resolution of any alleged violations of those rules, policies, or procedures, as they may be amended from time to time. Violations adjudicated by the U.S. Center for SafeSport may not be appealed through the USA Triathlon procedures referenced in this policy and are subject to the U.S. Center for SafeSport's rules, policies, and procedures.

# APPENDIX A

## ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING AND PREVENTION POLICIES

USA Triathlon (the “Organization”) must implement proactive policies designed to prevent abuse. These organizational requirements are described below.

### A. Organizational Requirements for Education & Training

1. USA Triathlon must track whether Adult Participants under the organization’s jurisdiction complete the required training listed in Part I.
2. The Organization must, on an annual basis, offer and, subject to parental consent, give training to Minor Athletes on the prevention and reporting of child abuse.
  - a. For training to Minor Athletes, the Organization must track a description of the training and how the training was offered and provided to Minor Athletes.
  - b. The Organization is not required to track individual course completions of Minor Athletes.
3. The Organization must, on an annual basis, offer training to parents on the prevention and reporting of child abuse.

### B. Required Prevention Policies and Implementation

1. USA Triathlon must develop minor athlete abuse prevention policies that contain the mandatory components of the Center’s model policies in Part II. These model policies cover:
  - a. One-on-one interactions
  - b. Meetings and training sessions
  - c. Athletic training modalities, massages, and rubdowns
  - d. Locker rooms and changing areas
  - e. Electronic communications
  - f. Transportation
  - g. Lodging
2. The policies must be approved by the Center as described in subsection (C) below. The Organization may choose to implement stricter standards than the model policies.
3. USA Triathlon must also require that its LAOs implement these policies within each LAO.
4. Each Organization must implement these policies for all In-Program Contact.
  - a. At sanctioned events and facilities partially or fully under the Organization’s jurisdiction, the organization must take steps to ensure the policies are implemented and followed.
  - b. For In-Program Contact that occurs outside an Organization’s sanctioned event or facilities, implementing these policies means:
    - i. Communicating the policies to individuals under the Organization’s jurisdiction;
    - ii. Establishing a reporting mechanism for violations of the policies;
    - iii. Investigating and enforcing violations of the policies.
5. The Organization must have a reporting mechanism to accept reports that an Adult Participant is violating the Organization’s minor athlete abuse prevention policies. The Organization must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

### **C. Policy Approval and Submission Process**

1. USA Triathlon must submit its policy to the Center at [compliance@safesport.org](mailto:compliance@safesport.org) for review and approval by January 31, 2021. The Center will approve, approve with modifications, or deny the policies. If the Center denies the proposed policy, the mandatory components of Part II become the default policy until the Center approves the policy.
2. USA Triathlon must require all LAOs to incorporate the mandatory components of Part II. USA Triathlon may require that LAOs implement other policies, which may be more stringent than the policies in Part II.
3. USA Triathlon may, in its discretion, require its National Member Organizations (NMO) to implement these policies.
  - a. An NGB that chooses to require its NMOs to implement the Education & Training Policy must obtain advanced, written approval from the Center to expand the training access to additional persons. Requests must be submitted to [ngbservices@safesport.org](mailto:ngbservices@safesport.org).
4. The mandatory components of Part II will serve as the default policy for any organization that fails to develop its own policy as required by this section.