

CLEARFIELD SOCCER ASSOCIATION

(referred to as CSA in this document)

Risk Management Policy

Clearance Policy:

1. Who
 - a. CSA coaches 16 years and older, coaching PeeWee to U19
 - b. CSA referees 16 years and older
2. When
 - a. Prior to the first practice session for coaches, Prior to first game for referees
3. Clearance Renewal
 - a. Clearances are valid for 5 years
4. Required Clearances
 - a. Pennsylvania State Police Criminal Record Check
 - b. Pennsylvania Child Abuse History
 - c. If you have NOT lived in the state of Pennsylvania for the past 10 years
 - i. Federal Bureau of Investigations (FBI) Criminal History Background Check
 - d. If you have HAVE lived in the state of Pennsylvania for the past 10 years
 - i. Act 153 Volunteer Affidavit

SafeSport Policy:

1. Who
 - a. CSA Coaches 16 years and older, coaching U8 to U19
 - b. CSA Referees 16 years and older
 - c. CSA Board members
2. When
 - a. Prior to the first practice for coaches, Prior to first game for referees, for board members 90 days of the new calendar year or within 90 days of accepting a board position.
3. Training Renewal
 - a. Training is valid for 1 year
4. Training Required
 - a. The 90-Minute SafeSport™ Core training is an initial training requirement, an additional refresher training is available for recertification

Concussion Policy:

1. Who
 - a. CSA coaches 16 years and older, coaching U8 to U19
 - b. CSA referees 16 years and older
2. When
 - a. Prior to the first practice session for coaches, Prior to first game for referees
3. Training Renewal
 - a. Training is valid for 5 years
4. Training Required
 - a. The first portion of the concussion policy is the taking of a Online training course. Through the Center for Disease Control and their Prevention Heads Up Concussion in Youth Sports Online training program

- b. The second portion of the concussion policy is the Removal-From and Return-to-Play procedure.
 - i. Any athlete exhibiting signs and symptoms of concussion either during a practice or during a game **MUST** be immediately removed. This athlete **MAY NOT** return to play nor participate in any CSA activity on the same day that he or she has been removed (even if a written medical clearance is provided).
 - ii. The athlete is not permitted to return to play or participate in any CSA activity until he or she has been assessed and received written clearance by a physician or by another licensed health care provider. A Return-to-Play form must be submitted to the coach prior to allowing the athlete to participate in any activity with the athlete's team, whether it be a practice or a game situation.

Times Two Policy

1. CSA will require no less than two adults (preferably unrelated), per team, to be present at all team functions such as games, practices, picnics, etc. No Exceptions! The adults can be a combination of coaches, parents, board members or other persons over the age of 18. While the focus of this policy is the child it also provides protection for the volunteers.

General Conduct

1. In an effort to provide a safe and healthy environment for both mind and body, the following guidelines are meant to guide CSA members during their interactions with children. These guidelines do not and cannot outline every situation that may be encountered, requiring CSA members to act with a certain degree of personal discretion. Because a certain action is not prohibited in this section does not mean it is acceptable behavior. CSA reserves the right to take disciplinary action against any CSA member whose actions are found to be inappropriate regardless of whether they appear in this section.

Prohibited Conduct Policy

1. This policy establishes how CSA intends to prevent the physical, emotional and sexual abuse of children by coaches, referees, players, administrators, and parents. CSA seeks to create a welcoming and nurturing environment for those in attendance and has zero tolerance for those whose actions may jeopardize the safety, health, or innocence of a minor.
2. Definitions
 - a. CSA is committed to maintaining an environment for our members that is free from all forms of discrimination, including harassment, on the basis of any legally protected status. Accordingly, CSA does not permit any form of unlawful harassment, discrimination, or intimidation against its volunteers or players.
 - b. Protected status includes race, color, age, religion, marital status, sex, ancestry, national origin, citizenship, veteran's status, pregnancy, disability, sexual orientation, protected activity, or any other characteristic protected by federal, state, or local law.
 - c. CSA is also committed to maintaining an environment for our members that is free from all forms of child sexual abuse, sexual misconduct, bullying, and hazing.
 - d. Prohibited Conduct
 - i. Harassment: consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status. Among the types of conduct prohibited by this policy are epithets, slurs, negative stereotyping or intimidating acts based on an individual's protected status and the circulation or posting of written or graphic materials that show hostility toward an individual because of his or her protected status. Prohibited conduct can also include jokes,

kidding, or teasing about another person's protected status.

1. Sexual Harassment: unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment. Sexual harassment may involve individuals of the same or different gender.
2. Racial, religious, or national origin harassment includes any verbal, written, or physical act in which race, religion, or national origin is used or implied in a manner which would make a reasonable member uncomfortable in a CSA sanctioned activity
- ii. Child Sexual Abuse: any sexual activity with a child is prohibited. This includes sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception, or the child understands the sexual nature of the activity.
- iii. Sexual Misconduct: any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority is prohibited. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative.
- iv. Bullying: intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership are prohibited.
- v. Hazing: coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members is prohibited.

Reporting Policy

1. CSA's reporting policy is designed to prevent the abuse, including emotional, physical, and sexual abuse, of amateur athletes participating in amateur athletic activities.
2. Misconduct Reporting Procedures, Investigations, and Corrective Actions
 - a. All CSA members are responsible to help ensure that we avoid misconduct. No one is exempt from this Policy. CSA cannot act to eliminate misconduct unless it has notice of the conduct. Furthermore, CSA members are responsible to help assure the environment on or off- premises, is free from harassment. CSA members have an obligation to promptly report any and all conduct they believe to be harassment whether they are the subject of, that they learn of, or that they witness. Our Policy provides for immediate notice of problems to the persons designated in this Policy so that we may address and resolve any problems as quickly as possible.
 - i. A member must report the harassing conduct to either: a coach, age group coordinator or CSA board Member. This policy does not require reporting the misconduct to any individual who is creating the harassment or discrimination.
 - b. All complaints and reports will be promptly investigated. All members have an obligation to cooperate in any investigation of a complaint of misconduct, including providing any and all information concerning the complaint. Failure to do so may be a violation of this policy. In determining whether an individual's alleged conduct constitutes a violation of the policy, the investigator will impartially look at the totality of the circumstances, which includes the nature of the misconduct and the context in which it is alleged.
 - c. If an investigation confirms that a violation of the Policy has occurred, CSA will take prompt corrective action, discipline or removal.

3. Suspected Child Abuse Reporting Procedures.

- a. Any CSA member who knows or has reasonable cause to suspect based on facts that would cause a reasonable person in a similar position to suspect, that a child under the age of eighteen years of age, intellectually disabled, developmentally disabled, or physically impaired child under the age of twenty-one years of age has suffered or faces a threat of suffering any physical or mental wound, injury, disability, or condition of a nature that reasonably indicates abuse or neglect of a child, MUST report this to the child line (800-932-0313) or the local police. The report can be made either by telephone or in person and shall be followed by a written report, if requested, by the receiving agency or officer.
 - b. The report must be made within 24 hours of witnessing abuse or gaining knowledge that leads one to believe there may be abuse. CSA recommends NOT making anonymous reports if possible. This is done in an effort to protect yourself from possible liability in state, city or municipality's mandatory reporting laws.
 - c. The report must be made by the person having knowledge or reason to believe that the condition exists. In the process of providing the information for the report, be sure to note to whom you talked with the date, time, and their contact information. After the incident is reported please contact the CSA president and/or risk management coordinator providing the details as reported.
 - d. A follow up call is recommended with the agency or officer to ensure that an investigation is ongoing and that there is movement towards the resolution of any issues. The information provided in the report is confidential as is the name of the person making the report and shall not be released for use and shall not be used as evidence in any civil action or proceeding brought against the person making the report. In other words, in any case where a good faith report was made and there ended up being no abuse, the person who made the report is immune from any criminal or civil damages. The public policy is to protect children, even if it means that there may be good faith false allegations from time to time. It is better to over-protect children than to under-protect them by failing to make and follow up on good faith reports.
4. Confidentiality: complaints of harassment, investigation of complaints of harassment, and any corrective action taken in response will be kept confidential, except as disclosure is necessary to perform CSA's investigation, and to inform the alleged victim of harassment of the outcome of any investigation.
 5. No Retaliation: CSA prohibits reprisal or retaliation against a CSA member for filing a good faith complaint of harassment, for supporting or assisting, in good faith, another member in pursuing a complaint or in assisting in the investigation of a complaint. Members must report incidents of retaliation on the same basis as they are to report incidents of harassment. CSA will not retaliate or discriminate against any individual for exercising, in good faith, any rights under this Policy. Retaliation is a violation of this policy.
 6. False Claims: Investigations of good faith claims may properly result in findings that include violations of the policy, no violation of the policy, or inconclusive findings. However, any member who falsely claims sexual misconduct or provides false information in an investigation will be subject to disciplinary action, up to and including discharge.

Sideline Behavior Policy

1. Purpose: These policies apply to the full duration of the game and include the time before and after games when teams and spectators are arriving, preparing for, or leaving games.

2. General Policies

- a. All teams, and their fans, are to keep in mind that when participating in games, both home and away, all CSA players, coaches and fans are to behave in a responsible, respectful, mature, and sportsmanlike manner at all times. That includes when their team is actually on the field and before and after their games.
- b. All teams and spectators are expected to adhere to the rules and regulations of the venue at which the game is being played, whether it is a CSA home field or an away field. No player, coach, volunteer or spectator will use foul or profane language at any time, before, during or after a game.
- c. We recognize the opposing teams as necessary friends. Without them our teams would not be able to compete. They should be afforded the same respect that we expect for our players.
- d. All coaches, ours and our opponents, are unpaid volunteers donating their time and energy so that kids can play. They should be appreciated as such.
- e. All coaches, players and spectators will keep in mind that the referees working our games are often learning their trade at the same time that players are learning to play soccer. This is particularly true at the younger age brackets where younger refs will be working. They are human and should be afforded the same opportunity to make human mistakes that we afford our players and ourselves.
- f. No dogs are allowed at any of our club's home fields. The same rule should be assumed for all away games.
- g. No alcohol or tobacco use is allowed on the sidelines at any CSA team game, home or away.

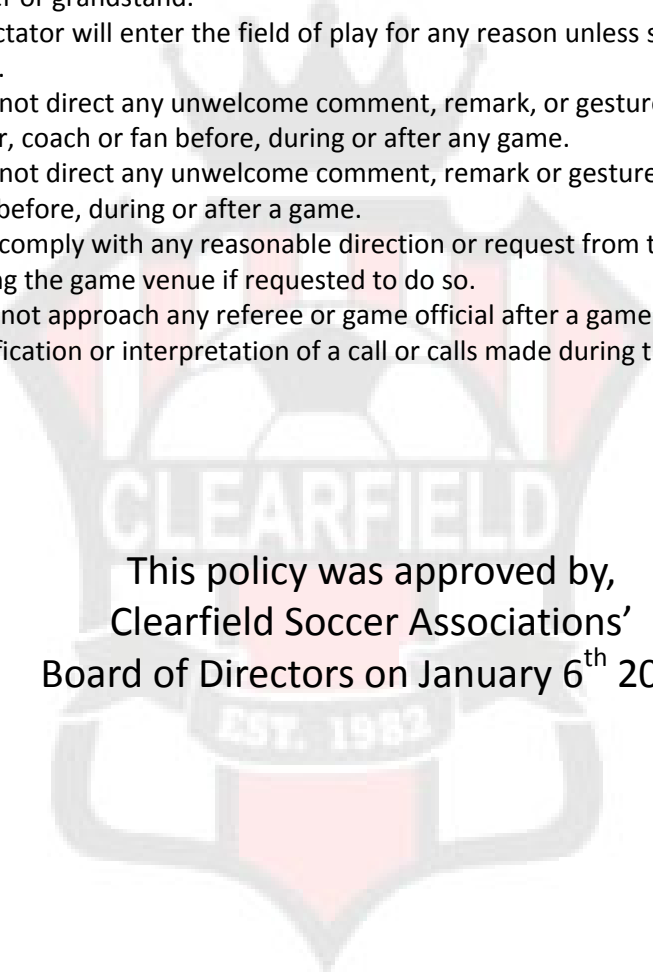
4. Coaches:

- a. All CSA coaches are expected to set an example for their players and spectators by their own behavior.
- b. Coaches are responsible for the behavior of their team's fans. That includes asking spectators who are not behaving in a manner that is consistent with this policy statement to correct their behavior or leave the game venue. A coach may appoint that responsibility to a team manager or other volunteer associated with the team.
- c. Coaches will not direct any unwelcome comment, remark or gesture toward an opposing player before, during, or after a game.
- d. Coaches will be respectful and polite in all interactions with opposing coaches before and after the game. Coaches will not direct any comment or remark toward the opposing coaching staff during the game.
- e. If a coach has a concern about the behavior of an opposing coach at a match they will bring that concern to the attention of CSA for follow up. Coaches will not confront opposing coaches at a match, contact them after a match, or contact an opposing club directly to voice a complaint.
- f. Coaches may ask a referee for clarification of a call or ruling but at no time should a coach openly challenge the referee's authority, competency, capability, or honesty, nor will they allow their players to do so.
- g. If a coach has a concern about the performance of a referee they will address it in a mature and professional manner through the established procedures of our club, our association, and/or the governing body for the referee working the game.

5. Spectators:

- a. Spectators will remember that all games involving CSA teams are for the youth players, not the adults. Behavior that may be socially acceptable at a professional or college game is not necessarily appropriate for a youth event.
- b. Spectators should strive to reduce the level of competition, not increase it. All players play better when they are playing for the fun of competition as opposed to playing to please a parent or others on the sideline. Encourage, do not criticize.
- c. Spectators are expected to help teach our young players to be gracious in victory and learn from defeat, accepting the end result of every game.
- d. All spectators will comply with reasonable requests or directions from the team's coaching staff or other CSA representative. That includes leaving the game venue if requested.

- e. Spectators will not interfere with the coaching staff while they are performing their duties at the game.
- f. Spectators will refrain from instructing, coaching, or directing players during the game, including the half time interval.
- g. Spectators will not interfere with the flow of the game in any manner:
 - i. Spectators will stay in any designated seating area at the game venue. In the absence of a designated seating area all spectators will remain at least 10 feet from the touchline (sideline) and not sit or stand in a location that will interfere with referees, coaches or players movement on the sidelines.
 - ii. No spectators will sit or stand behind the goal line (at the ends of the field), or on the sidelines between the 18 yard line and the goal line, unless they are seated in a fixed bleacher or grandstand.
 - iii. No spectator will enter the field of play for any reason unless specifically invited on by the referee.
- h. Spectators will not direct any unwelcome comment, remark, or gestures toward any opposing player, coach or fan before, during or after any game.
- i. Spectators will not direct any unwelcome comment, remark or gestures toward the referees or game officials, before, during or after a game.
- k. Spectators will comply with any reasonable direction or request from the game's referee including leaving the game venue if requested to do so.
- l. Spectators will not approach any referee or game official after a game to dispute, challenge, or ask for clarification or interpretation of a call or calls made during the game

The logo for Clearfield Soccer Association is a shield-shaped crest. At the top is a crown. Below the crown is a soccer ball. The word "CLEARFIELD" is written across the middle of the shield in a bold, sans-serif font. Below the shield, the text "EST. 1982" is written in a smaller font. The shield is flanked by two stylized, upward-pointing shapes that resemble horns or wings.

This policy was approved by,
Clearfield Soccer Associations'
Board of Directors on January 6th 2020