



Lake Travis Youth Association Abuse Prevention Guideline and Procedures

Objective

Lake Travis Youth Association (“LTYA”) is committed to an environment in which all individuals are treated with respect and dignity. As a youth-serving organization, LTYA considers the safety and well-being of the youth in our programs a top priority. We prohibit abuse of any kind and strive to proactively address reports of this type of conduct. Any investigated report of abuse will be referred to the proper law enforcement agencies should a violation of these policies and procedures be found.

The policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in program activities.

Professionals, employees, contractors and volunteers shall be provided with a copy of this guideline and shall receive training information to assist in the implementation of this guideline.

Definitions

1. **Sexual Abuse:** Sexual abuse means unwanted physical conduct of a sexual nature, sexual contact or sexualized behavior and may include, by example, touching, fondling, other physical contact and sexual relations. Child/youth/adult sexual abuse is the sexual exploitation or use of same for satisfaction of sexual drives.
2. **Sexual Harassment:** Sexual harassment is any unwanted sexual advance or demand, either verbal or physical that is reasonably perceived by the recipient as demeaning, intimidating or coercive. Sexual harassment must be understood as an exploitation of a power relationship rather than as an exclusively sexual issue. Sexual harassment includes, but is not limited to, the

creation of a hostile or abusive working environment resulting from discrimination on the basis of gender. Under this guideline, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of their race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law.

3. Grooming: Grooming is when someone builds a relationship, trust and emotional connection with a child in order to manipulate, exploit and abuse them.

Coach Recruitment

1. All volunteer coaches will complete the volunteer coach application in the LTYA online registration system.
2. All paid coaches will complete the required LTYA onboarding paperwork.
3. All coaches will be subject to a background check, including appropriate inquiries regarding any previous record of sexual abuse or other unlawful activity. The background check will be updated at least every two (2) years.

Abuse Prevention Orientation

LTYA will review this guideline with coaches, volunteers and parents annually. The Positive Coaching Alliance/Kidpower video Protecting Youth Athletes from Sexual Abuse and the companion information sheet, "Protecting Youth Athletes From Sexual Abuse: Key Actions for Parents and Coaches," <http://devzone.positivecoach.org/resource/video/protecting-youth-athletes-sexual-abuseparents-and-coaches> will be distributed to every coach, volunteer and parent annually.

Prohibited Behavior

1. Use of degrading language or behavior. Coaches are also responsible for stopping disrespectful behavior between team members, including sexual harassment.
2. Threatening or intentionally inflicting physical injury upon anyone, especially a minor. Coaches are also responsible for stopping threatening behavior by players.
3. Committing any sexual offense against a minor, or engaging in any sexual contact with a minor.
4. Making any sexual advance, or engaging in other verbal, or physical conduct of a sexual nature with a minor.
5. Grooming behaviors, including but not limited to:
 - Travel alone with an athlete to whom they are not related. Parents and athletes should never ask a coach to drive a participant home or to any other site

after an event. If emergency circumstances present an unavoidable conflict with this guideline, the coach or volunteer must contact a representative of the organization to inform them. This guideline does not prohibit a coach from participating as a driver in normal club group transportation arrangements to and from practice and competition sites.

- Any other form of 1:1 private interaction between an adult and minor child who are not related. If a child is receiving individual instruction or working with a private coach, this activity must be in a public setting and ideally with at least 2 adults present.
- Any 1:1 texting, calling or social media messaging minors. All communications must be copied to or go through parents.
- Physical bodily contact with athletes outside of the practice or contest environment or within the practice or contest environment except under the following specific conditions: (1) when the coach asks for permission first to touch an athlete for the purpose of correcting physical form or placing a body part in a correct mechanical position; (2) giving a congratulatory “high five” or pat on the head or back to congratulate an athlete for a good performance; or (3) “spotting” or any protective coaching intended to reduce the risk of practicing or performing a skill that may cause harm with such “spotting” techniques explained to athletes beforehand. In general, if anyone touches an athlete, they should ask the athlete’s permission before doing so.

Reporting an Incident

LTYA encourages reporting of all perceived incidents of discrimination or harassment, regardless of the offender’s identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concern with the Executive Director or any LTYA Parent Board member. A list of board members along with the Executive Director can be found under the About Us tab at www.ltya.org . The phone number for the LTYA office is 512-261-1900.

LTYA encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Any reported allegations of harassment, discrimination or abuse will be investigated promptly. The investigation may include individual interviews with the parties involved, and where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge of the event(s).

LTYA will maintain confidentiality throughout the investigatory process to the extent consistent with adequate investigation and appropriate corrective action. Retaliation against an individual

for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this guideline and, like harassment, will be subject to disciplinary action.

Acts of retaliation should be reported immediately and will be promptly investigated and addressed. Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include, for example, training, referral to counseling or disciplinary action such as a warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay, or termination, as LTYA believes appropriate under the circumstances.

False and malicious complaints of harassment (as opposed to complaints that, even if erroneous, are made in good faith) may be the subject of appropriate disciplinary action.

By signing below, I acknowledge that I have read, understand, and agree to abide by the provisions set forth in these policies and procedures.

Print Name: _____

Signature _____