

## **RNST Coach and Volunteer Policies and Training for Athlete Safety and Abuse Prevention December 1, 2021**

These policies and training requirements are in place to help ensure the safety of athletes and to protect coaches. They reflect policies in place for many years at RNST as well as new policies designed to help prevent abuse, including emotional, physical, and sexual abuse, of any RNST athlete. A key goal is to have reasonable procedures to limit one-on-one interactions between an RNST athlete who is a minor and an adult (who is not the minor's legal guardian).

The policies are **mandatory for all RNST Coaches as well as RNST Volunteers who have direct supervisory contact** with RNST athletes.

### **Coach Training Requirements:**

- All Coaches and many RNST Volunteers are also **required to have background checks completed by the Rochester Public Schools** in advance of providing any supervisory activities with RNST.
- All Coaches are **required to complete CDC Concussion Training, a 20 minute online module**, available at: <http://www.cdc.gov/headsup/youthsports/training/> and send an email to David Herbert and Michael O'Connor when they complete the module. Coaches are required to refresh this training every 3 years.
- It is **recommended that all coaches complete the Minnesota Dept of Health Asthma Training**, 30 minute online module, available at: [www.WinningWithAsthma.org](http://www.WinningWithAsthma.org)
- RNST will be working to identify useful and practical **Online training** for identifying, preventing and responding to potential abuse situations. RNST will notify coaches as soon as this course is available and required for RNST Coaches as well as RNST Volunteers who have direct supervisory contact with RNST athletes.

### **POLICIES**

#### **1. One-on-one Interactions:**

- a. During RNST Practices, One-on-one interactions between a minor athlete and a Coach or Volunteer (who is not the minor's legal guardian) are **permitted if they occur at an observable and interruptible distance** by another Coach or Volunteer.
- b. Individual Coaches or Volunteers **will not be alone** with individual athletes who are waiting for a ride after practice. In these cases, at least 2 Coaches or Volunteers will be present.
- c. **Individual training sessions** between Coaches and minor athletes are permitted if the training session is observable and interruptible by another adult. It is the responsibility of the Coach 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. Such permissions for individual training sessions that are not observable and interruptible by another adult, must be obtained at or before the beginning of each season. Parents, guardians, and other caretakers must be allowed to observe the training session if they wish.
- d. During practices, as they coach, RNST Coaches will **monitor** for adherence to these policies.
- e. Out-of-program contacts: Coaches and Volunteers are **prohibited from interacting one-on-one with unrelated minor athletes 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.

**\*Parent Consent to Individual Transportation:**

As indicated above, RNST policy prohibits 1:1 interactions between a Coach and unrelated RNST skier(s), including individual transportation. This policy is in place to ensure the safety of the athlete and the Coach. In the case of transportation, it also recognizes that RNST’s insurance policy does not cover the situation where an RNST Coach transports a team athlete. If an RNST Coach is asked by a skier or their parents to transport a skier to and from practice or other RNST activities, an exception to the policy above may be made if the following steps are taken *in advance* of providing such transportation:

1. The parents of the skier who will receive transportation sign a letter in the format below\*\*, including the relevant dates of transportation and acknowledgement that the transport is provided by the Coach in a non-RNST capacity (friend, neighbor) and that insurance coverages for the transport are the responsibility of the Coach in his/her non-RNST capacity and the parents.
2. Parent(s) and the Coach sign and date the letter.
3. The signed letter is delivered by hand, post or email to the RNST Head Coach.
4. The Head Coach will determine if an exception is warranted and call or email the parent and the Coach to indicate if the exception is approved, not approved, or if there is additional information needed.
5. A new exception will need to be approved in advance if transport occurs outside of the approved date range.

**\*\* Parent Approval of Skier Transport Letter**

I/We are the parents and/or legal guardians of \_\_\_\_\_ (print full name of skier). We have asked \_\_\_\_\_ (print full name of Coach) to transport our child to and from the following activities:

- RNST practices
  - o Specific Date(s) of transport: \_\_\_\_\_
  - o Or, From: \_\_\_\_\_ (initial date) to \_\_\_\_\_ (last date)
- RNST Activities (such as meetings, races or other events):
  - o Specific Date(s) of transport: \_\_\_\_\_
  - o Or, From: \_\_\_\_\_ (initial date) to \_\_\_\_\_ (last date)

We are granting this permission with the following understandings:

1. The Coach is providing this transport in his/her role as friend, neighbor, acquaintance and NOT in his/her role as an RNST Coach.
2. The transport is not covered under RNST’s insurance coverage. Applicable insurance coverage is the responsibility of the Coach providing the transport and the Parents requesting the transport.
3. Permission may be granted only by approval from the RNST Head Coach after receipt of this letter, signed by the Parent(s) and the Coach providing transport, and in advance of any requested transport dates.

**Signed by:**

Parent(s): _____ <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Signature</span> <span>Date</span> </div> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/> <span style="font-size: x-small; display: block; text-align: center;">Print Full Name</span>	Coach: _____ <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Signature</span> <span>Date</span> </div> <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/> <span style="font-size: x-small; display: block; text-align: center;">Print Full Name</span>
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- 2. Any massage or rubdown/athletic training modality** performed at a training or competition venue must be conducted in an open and interruptible location. Any massage of a minor athlete must be done with at least one other adult present and must never be done with only the minor athlete and the person performing the massage or rubdown/athletic training modality in the room.
- 3. Locker Rooms and Changing Areas**
  - a. 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 location under our organization's supervision is prohibited.
  - b. Under no circumstances shall an unrelated Coach or Volunteer at a facility or venue under partial or full RNST supervision intentionally expose his or her breasts, buttocks, groin, or genitals to a minor athlete.
  - c. At no time are unrelated Coaches or Volunteers permitted to be alone with a minor RNST athlete in a locker room or changing area under the partial or full supervision of RNST.
- 4. Social Media and Electronic Communications**
  - a. All electronic communication originating from Coaches or Volunteers to minor athletes must be professional in nature.
  - b. Absent emergency circumstances, if a RNST Coach or Volunteer needs to communicate directly with a minor athlete via electronic communications (including social media), another Coach or Volunteer or the minor's legal guardian will be copied. If a minor athlete communicates to a Coach or Volunteer privately first, the Coach or Volunteer should respond to the minor athlete with a copy to another Coach or Volunteer or the minor's legal guardian. When a RNST Coach or communicates electronically to the entire team, that Coach or Volunteer will copy another adult.
  - c. Minor athletes may "friend" the organization's official page.
  - d. Requests to discontinue: Legal guardians may request in writing that their minor athlete 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 athlete not be contacted via electronic communication, absent emergency circumstances.
- 5. Local Travel**
  - a. Transportation: RNST Coaches or Volunteers who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated minor athlete, absent emergency circumstances, and must have at least two minor athletes or another adult in the vehicle at all times, unless otherwise agreed to in writing by the minor athlete's parent/legal guardian in advance of each local travel. The parent/legal guardian may provide the written agreement at the beginning of each season, provided the agreement contains the specific names of the Coach or Volunteer and the specific dates, location and types of travel.
  - b. Shared or Carpool Travel Arrangement: We encourage parents/legal guardians to pick up their minor athlete first and drop off their minor athlete last in any shared or carpool travel arrangement.
- 6. Team/Competition Travel:**
  - a. When only one Coach or Volunteer and one minor athlete travel to a competition, the minor athlete must have his/her legal guardian's written permission in advance and for each competition

to travel alone with said Applicable Adult. The legal guardian's written permission may be provided for all competitions at the beginning of the season, provided the permission contains the specific names of the Coach or Volunteer, and the specific dates, location and types of travel.

- b. Hotel Rooms: RNST Coaches or Volunteers shall not share a hotel room or other sleeping arrangement with a minor athlete (unless the Coach or Volunteer is the legal guardian, sibling, or is otherwise related to the minor athlete). 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 athlete sharing a hotel room or other sleeping arrangement with an adult athlete. The parent/legal guardian's written consent may be provided at the beginning of the season, provided the consent contains the specific names of the Coach or Volunteer and the specific dates, location and types of lodging. A separate enclosed bedroom in a condominium or house will be treated the same as a separate hotel room, provided that a minor athlete has the opportunity to utilize bathroom facilities alone.
- c. During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership (two Coaches or Volunteers) should be present and observable and interruptible environments should be maintained.
- d. Meetings with minor team members should not be conducted in a hotel room.

#### **7. Plans for Handling a Medical Situation during RNST Practice:**

While we hope not to have any severe injuries or medical issues occur during practice, we want to have a plan in place should a situation arise with a skier. We want to ensure the affected skier has their coach with them as they go back to base, and that there's a plan for the other skiers in the group:

#### **If a medical situation arises during practice with a skier in your coaching group where they cannot complete the workout or need more urgent care:**

- A. In a severe, life threatening or other medical emergency, first call 911.
- B. If the medical situation is not an emergency, call the Check-in/Check-out Coordinator, Joan Rabe, at the base at #[507-269-3162](tel:507-269-3162). Joan can contact the parents if needed. If Joan is not managing registration on a given practice, please get the cell phone number of her substitute that day.
- C. If the medical situation warrants, Joan will help contact EMT and also reach out to any RNST coaches with EMT or other advanced medical emergency training (see #H below) and direct them to the location where the skier is.
- D. If the situation is one where the skier is able to be brought back to base, Joan will call the Head Coach (David Herbert at #[507-269-9312](tel:507-269-9312)) and/or other designated back-up rover coach on their cell and dispatch them to where the coach and skier are heading in. David or the designee can relieve the coach if they intercept before they've reached base.
- E. The Coach then accompanies the affected skier back to base if the skier is mobile, or waits with the skier if they should not be moved, until help arrives. If the coach has a beginner group that is not able to ski unaccompanied, the group is asked to accompany the coach and affected skier as they return to base. If the group is okay to ski unsupervised, coach can assign them a loop to ski until the coach returns after dropping off the affected skier.
- F. David Herbert and/or the Coach who accompanied the skier back to base contact the parent after practice to update them on what happened and see how the skier is doing.
- G. In addition, Skiers will be reminded at practice and in our email communications that we are depending on them to alert their coach if they feel they have a situation occurring or about to occur. And, while we will do our best to help a skier who has a medical situation, we are relying on parents and the skier to ensure they have appropriate physician guidance around medical conditions they may have and

which could occur at practice or affect the skier.

H. We also hope to have a log of which coaches may have emergency medical training and might be able to be pulled in should an emergency arise – please let David Herbert and Joan Rabe know if you are one of these.

I. We welcome suggestions you may have that can help improve our plan for handling medical situations that may arise during practice.

**Many of these policies are modeled after the U.S. Ski & Snowboard Minor Athlete Abuse Prevention Policies; June 23, 2019.** <https://www.us Skiandsnowboard.org/sites/default/files/files-resources/files/2019/MAAPP-June-2019.pdf>

**SafeSport and Congress.** The U.S. Center for SafeSport is an organization created by Congress to protect athletes. The Center is an independent organization headquartered in Denver, Colorado, and is separate from the U.S. Olympic Committee (USOC). The Center is committed to building a sport community where participants can work and learn together in an atmosphere free of emotional, physical, and sexual misconduct.

**Prevention Training.** Federal law authorizes the Center to develop training to prevent abuse, including emotional, physical, and sexual abuse, of any amateur athlete. At a minimum, national governing bodies and paralympic sports organizations *must offer and give consistent training related to the prevention of child abuse to: (1) adult members who are in regular contact with amateur athletes who are minors and (2) subject to parental consent, to members who are minors.*

**Prevention Policies.** Federal law also authorizes the Center to develop policies and procedures for implementation by national governing bodies or para-olympic sports organizations to prevent abuse, including emotional, physical, and sexual abuse, of any amateur athlete. As a part of these policies and procedures, national governing bodies and paralympic sports organizations must implement *reasonable procedures to limit one-on-one interactions between an amateur athlete who is a minor and an adult (who is not the minor's legal guardian) at a facility under the jurisdiction of a national governing body or paralympic sports organization without being in an observable and interruptible distance from another adult, except under emergency circumstances.*