



# **Valley Jewish Community Center Abuse Prevention Plan**

## **CODE OF CONDUCT**

**A Guide for Coaches, Contractors, Staff and Volunteers**

Updated February 14, 2022

## **Abuse Prevention Plan**

At Valley Jewish Community Center (VJCC) safety is our number one priority. VJCC understands that child abuse and the inappropriate contact of youth is a pervasive problem that must be managed in a pro-active manner if we are to protect those in our care. VJCC's leadership and Board of Directors have enacted the following plan to manage our programs and minimize the potential for an abuse incident to occur. If an allegation or incident does occur we will pro-actively work with the authorities and the family to respond in a prompt and empathetic manner.

Below is language from Assembly Bill No. 506.

### **Assembly Bill No. 506** CHAPTER 169

An act to add Chapter 2.9 (commencing with Section 18975) to Division 8 of the Business and Professions Code, relating to youth service organizations.

[Approved by the Governor on September 16, 2021.  
Filed with the Secretary of State on September 16, 2021.]

### **LEGISLATIVE COUNSEL'S DIGEST**

AB 506, Lorena Gonzalez. Youth service organizations: child abuse and neglect prevention. Existing law generally provides requirements for the licensing of business establishments. Existing law requires a business that provides services to minors, as defined, to provide written notice to the parent or guardian of a youth participating in the service offered by the business regarding the business's policies relating to criminal background checks for employees who provide services to minors, as specified. Existing law generally regulates classes of insurance, including liability insurance.

This bill would require an administrator, employee, or regular volunteer, as defined, of a youth service organization, as defined, to complete child abuse and neglect reporting training, as specified. The bill would require an administrator, employee, or regular volunteer of a youth service organization to undergo a background check, as specified. The bill would require a youth service organization to develop and implement child abuse prevention policies and procedures that, among other things, ensure the reporting of suspected incidents of child abuse to persons or entities outside of the organization.

This bill would authorize an insurer to request information demonstrating compliance with these provisions from a youth service organization before writing liability insurance for a youth service organization.

**THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

**SECTION 1.**

Chapter 2.9 (commencing with Section 18975) is added to Division 8 of the Business and Professions Code, to read:

CHAPTER 2.9. Youth Service Organizations

**18975.**

(a) An administrator, employee, or regular volunteer of a youth service organization shall complete training in child abuse and neglect identification and training in child abuse and neglect reporting. The training requirement may be met by completing the online mandated reporter training provided by the Office of Child Abuse Prevention in the State Department of Social Services.

(b) An administrator, employee, or regular volunteer of a youth service organization shall undergo a background check pursuant to Section 11105.3 of the Penal Code to identify and exclude any persons with a history of child abuse.

(c) A youth service organization shall develop and implement child abuse prevention policies and procedures, including, but not limited to, both of the following:

- (1) Policies to ensure the reporting of suspected incidents of child abuse to persons or entities outside of the organization, including the reporting required pursuant to Section 11165.9 of the Penal Code.
- (2) Policies requiring, to the greatest extent possible, the presence of at least two mandated reporters whenever administrators, employees, or volunteers are in contact with, or supervising, children.

(d) Before writing liability insurance for a youth service organization in this state, an insurer may request information demonstrating compliance with this section from the youth service organization as a part of the insurer's loss control program.

(e) For purposes of this section:

- (1) "Regular volunteer" means a volunteer with the youth service organization who is 18 years of age or older and who has direct contact with, or supervision of, children for more than 16 hours per month or 32 hours per year.
- (2) "Youth service organization" means an organization that employs or utilizes the services of persons who, due to their relationship with the organization, are mandated reporters pursuant to paragraph (7) of subdivision (a) of Section 11165.7 of the Penal Code.

## **Zero Tolerance for Abuse**

### **ABUSE TOLERANCE**

**VJCC** has a **zero tolerance for abuse** in all youth sports teams, programs, or activities. It is the responsibility of every coach and volunteer to participate in the effort to create a safe environment for all sports participants.

### **Definitions**

#### **VJCC ACTIVITY**

“**VJCC Activity**” includes any program that qualify any coach, assistant coach, contractor, team training, team manager, referee, league president, league delegate, labor employee, volunteer or any other individual over the age of 18 seeking affiliation with any affiliated program within **VJCC** who has direct or indirect contact or influence on a minor.

### **Reporting Abuse or Suspicions of Abuse**

#### **REPORTING RESPONSIBILITIES**

Given **VJCC’s zero tolerance for abuse**, **VJCC** encourages a culture of communication regarding matters that place an athlete/minor program participant at risk.

**VJCC** supports and encourages a culture of communication related to abuse or suspected abuse of athletes/minor program participants. If you see or suspect inappropriate interaction with or between athletes/minor program participants, it is your responsibility to report the inappropriate interaction to a coach, supervisor, team official, league official, or other designated **VJCC** representative.

Because sexual abusers ‘groom’ athletes/minor program participants for abuse, it is possible that a coach, contractor, staff or volunteer may witness behavior intended to ‘groom’ a child for sexual abuse. Coaches, contractors, staff or volunteers are asked to report any ‘grooming’ behaviors, any policy violations, or any suspicious behaviors to a supervisor, team official, league official, or other designated **VJCC** representative.

All reports of inappropriate behaviors or suspicions of abuse will be taken seriously and will be reported, in accordance with this Code of Conduct and state law, to law enforcement, Child Protective Services, or other appropriate agency.

#### **ENFORCEMENT OF POLICIES**

Coaches, contractors, staff or volunteers who supervise other leaders are charged with the diligent enforcement of all athlete/minor program participant safety policies contained in this Code of Conduct. A violation of these policies can be grounds for immediate dismissal from **VJCC** Activities. Final decisions related to policy violations will be the responsibility of a designated **VJCC** representative.

## **REPORTING VIOLATION OF POLICY**

In order to maintain a safe environment for athletes/minor program participants, coaches, contractors, staff or volunteers must be aware of their individual responsibility to report any questionable circumstance, observation, act, omission, or situation that is a violation of these policies. All questions or concerns related to abuse should be directed to a designated **VJCC** representative.

## **CONSEQUENCES OF VIOLATION**

Any person accused of committing a prohibited act or any act considered to be harmful to a child will be immediately suspended from all **VJCC** activities. This suspension will continue during any investigation by **VJCC**, law enforcement or any child protective agency.

Any person found to have committed a prohibited act may be prohibited from any future **VJCC** Activity.

Failure to report a prohibited act as designated in this policy is a violation of this policy and grounds for dismissal or removal. Coaches or volunteers who fail to report a prohibited act may be restricted from participation in any **VJCC** Activity.

## **REPORTING SUSPICIONS OF ABUSE TO AUTHORITIES**

**VJCC's** POLICY IS TO REPORT **ALL** SUSPICIONS OR ALLEGATIONS OF ABUSE, REGARDLESS OF STATE LAW REQUIREMENTS.

**WHEN IN DOUBT, REPORT!**

## **RESPONSE TO REPORT OF ABUSE**

When a report of abuse or neglect occurs, team or progra representatives will take the necessary and appropriate action to ensure a safe environment for the person at risk.

## **Prohibited Substances and Activities**

### **INTOXICANTS**

Coaches, contractors, staff or volunteers are prohibited from being under the influence of alcohol or any illegal drugs while participating in any **VJCC** Activity. Coaches, contractors, staff or volunteers are prohibited from providing alcohol or illegal drugs to minor athletes/minor program participants or any other program participant.

### **TOBACCO**

**VJCC** programs and activities are tobacco-free. **VJCC** requires coaches, contractors, staff or volunteers to refrain from the use or possession of tobacco products while in the presence of minor athletes/minor program participants or their parents. Coaches, contractors, staff or volunteers are prohibited from providing tobacco products to minor athletes/minor program participants.

## **NUDITY**

Coaches, contractors, staff or volunteers that participate in **VJCC** Activities should never be nude in the presence of minor athletes/minor program participants.

## **SEXUALLY ORIENTED CONVERSATIONS**

Coaches, contractors, staff or volunteers that participate in **VJCC** Activities are prohibited from engaging in any sexually oriented conversations with minor athletes/minor program participants. Coaches, contractors, staff or volunteers are not permitted to discuss any inappropriate or explicit information about their own personal relationships, dating, or sexual activities with any minor athlete in the program. This provision includes the use of cellular phones, text messages, e-mail, instant messaging, Facebook, and online chat rooms or other social media. See also Electronic Communication and Social Media, below.

## **POSSESSION OF SEXUALLY ORIENTED MATERIALS**

Coaches, contractors, staff or volunteers that participate in **VJCC** Activities are prohibited from possessing any sexually oriented materials (magazines, videos, etc.) while in the presence of minor athletes/minor program participants.

### **Physical Contact with Athletes/Minor Program Participants**

Appropriate physical contact between minor athletes/minor program participants and coaches or volunteers is a productive and inevitable part of sport. Athletes/minor program participants are more likely to acquire advanced physical skills and enjoy their sport participation through appropriate physical contact. However, guidelines for appropriate physical contact reduce the potential for abuse and misconduct in athletics – as well as false allegations of abuse.

## **APPROPRIATE PHYSICAL CONTACT**

**VJCC**, and organizations and individuals affiliated with **VJCC**, acknowledge and adhere to the following principles and guidelines regarding physical contact with minor athletes/minor program participants.

### **Common Criteria for Appropriate Physical Contact**

Physical contact with minor athletes/minor program participants – for safety, consolation and celebration – has multiple criteria that make it both safe and appropriate. These include:

1. The physical contact takes place in public;
2. There is no potential for (or actual) physical or sexual intimacies during the physical contact;
3. The physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult.

## **Safety**

The safety of minor athletes/minor program participants is paramount, and in many instances the athletic activity is made safer through appropriate physical contact. Examples include:

1. Spotting an athlete so that he or she will not be injured by a fall or piece of equipment;

2. Positioning an athlete's body so that he or she more quickly acquires an athletic skill, gets a better sense of where his or her body is in space, or improves balance and coordination;
3. Making athletes/minor program participants aware that he or she may be in harm's way due to other practicing athletes/minor program participants, or equipment use;
4. Releasing muscle cramps.

### **Celebration**

Sports are physical by definition. **VJCC** recognizes that participants often express a joy of participation, competition, achievement and victory through physical acts. **VJCC** encourages these public expressions of celebration, which include:

1. Greeting gestures such as high-fives, fist bumps, and brief hugs;
2. Congratulatory gestures such as celebratory hugs, "jump-arounds" and pats on the back for any form of athletic or personal accomplishment.

### **Consolation**

It may be appropriate to console an emotionally distressed athlete (e.g., an athlete who has been injured or has just lost a competition). Appropriate consolation includes, publicly:

1. Embracing a crying athlete – in a public place or circumstance;
2. Putting an arm around an athlete while verbally engaging them in an effort to calm them down ("side hugs");
3. Lifting a fallen athlete off the playing surface and "dusting them off" to encourage them to continue competition.

### **PROHIBITED PHYSICAL CONTACT**

Prohibited forms of physical contact include, without limitation:

1. Asking or having a minor athlete/program participant to sit in the lap of a coach, contractor, staff or volunteer;
2. Lingering or repeated embrace of a minor athlete that goes beyond the criteria set forth for acceptable physical contact;
3. Slapping, hitting, punching, kicking or any other physical contact meant to discipline, punish or achieve compliance from a minor athlete/program participant;
4. "Cuddling" or maintaining prolonged physical contact of a minor athlete/program participant during any aspect of training, travel or overnight stay;
5. Playful, yet inappropriate contact that is not a part of regular training, (e.g., butt-pats, tickling or wrestling-type "horseplay");
6. Continued physical contact that makes a minor athlete/program participant obviously uncomfortable, whether expressed or not;
7. Any contact that is contrary to a previously expressed personal desire by the minor athlete/program participant for decreased or no physical contact, where such decreased contact is feasible in a competitive training environment.

The above physical contact is prohibited between adult and minor athlete AND between minor athletes/minor program participants. Coaches, contractors, staff or volunteers must model the behavior expected from minor athletes/minor program participants. The above forms of

Prohibited Physical Contact will be immediately reported to a team official, a league official, or other designated **VJCC** representative.

Some forms of physical contact may constitute physical or sexual abuse that **must be reported to appropriate law enforcement authorities**. When appropriate, the Prohibited Physical Contact will be reported to the appropriate law enforcement authority.

### Misconduct

#### **BULLYING**

Bullying of any kind is unacceptable at any **VJCC** Activity and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to the victim. **VJCC** is committed to providing a safe, caring, and friendly environment for all participants. If bullying does occur, incidents will be dealt with promptly and effectively. Any minor athlete who is aware of bullying behavior is expected to tell a coach, team official, league official, or other designated **VJCC** representative.

Objectives of **VJCC's** Bullying Policy and Action Plan:

1. To clearly communicate that **VJCC** will not tolerate bullying in any form.
2. To define bullying and give minor athletes/minor program participants, coaches, volunteers and parents a suitable understanding of those behaviors that constitute 'bullying'.
3. To make it known to minor athletes/minor program participants, coaches, contractors, staff or volunteers that a policy and protocol exist should bullying issues arise.
4. To clearly communicate how to report bullying behavior.
5. To communicate to minor athletes/minor program participants, coaches, volunteers and parents that **VJCC** takes bullying seriously, and will immediately investigate and address all reports of bullying.

#### **HARASSMENT**

Harassment is the repeated pattern of physical and/or non-physical behaviors that

1. Are intended to cause fear, humiliation or annoyance;
2. Offend or degrade;
3. Create a hostile environment;
4. Reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race, ethnicity, culture, religion or mental or physical disability; or
5. Any act or conduct described as harassment under federal or state law.

Examples of harassment prohibited in **VJCC** Activities include, without limitation:

**Physical offenses.** Behaviors that include

1. Hitting, pushing, punching, beating, biting, striking, kicking, choking or slapping a minor



- athlete or program participant;
2. Throwing at or hitting a minor athlete/program participant with objects including sporting equipment.

**Non-physical offenses.** Behaviors that include

1. Making negative or disparaging comments about an athlete's/program participants disability, religion, skin color, or ethnic traits;
2. Displaying offensive materials, gestures, or symbols; and
3. Withholding or reducing playing time to a minor athlete/program participant based on his or her disability, religion, skin color, or ethnic traits.

**HAZING**

Hazing is defined as coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for

1. An athlete/program participant joining a group;
2. An athlete/program participant being socially accepted by a group's members; or
3. Any act or conduct described as hazing under federal or state law.

Hazing does not include group or team activities that are meant to establish normative team behaviors or promote team cohesion.

Examples of hazing prohibited in **VJCC** Activities include, without limitation:

1. Requiring, forcing or otherwise requiring an athlete/program participant to consume alcohol or illegal drugs;
2. Tying, taping or otherwise physically restraining an athlete/program participant;
3. Sexual simulations or sexual acts of any nature;
4. Sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food;
5. Social actions (e.g. grossly inappropriate or provocative clothing) or public displays (e.g. public nudity) that are illegal or meant to draw ridicule;
6. Beating, paddling or other forms of physical assault; and
7. Excessive training requirements directed at a particular athlete or a group of athletes/minor program participants.

Activities that fit the definition of hazing are considered to be hazing regardless of an athlete's/program participants willingness to cooperate or participate.

**WILLFULLY TOLERATING MISCONDUCT**

It is a violation of this Code of Conduct if a coach, contractor, staff or volunteer or participant knows of misconduct, but takes no action to intervene on behalf of the minor athlete/program participant. All forms of misconduct should be reported to a coach, team official, league official, or other designated **VJCC** representative.

## **PEER-TO-PEER SEXUAL ABUSE**

Approximately 1/3 of all reported sexual abuse occurs at the hands of other children or minors. Coaches, contractors, staff or volunteers have an obligation to report peer-to-peer sexual abuse in accord with state mandatory reporting requirements. Whether sexual interaction between athletes/minor program participants constitutes 'sexual abuse' depends on the existence of an aggressor and whether there is an imbalance of power between the parties (e.g., an age difference between the athletes/minor program participants, disparity in size or the existence of a physical or intellectual disability). **If you have concern that an interaction between minor athletes/minor program participants may constitute sexual abuse, report the interaction to appropriate law enforcement authorities and a coach, team official, league official or other designated VJCC representative.**

### **Peer-to peer sexual abuse risk is highest:**

1. Any location that is less easily seen; or
2. Any time minor athletes/minor program participants are unclothed or changing clothes, for any reason.

Due to this risk, coaches, contractors, staff or volunteers will be aware of locations and facilities that are less easily seen or supervised. These locations and facilities vary per team and activity, and can include practice and competition locations, restrooms, changing areas, locker rooms, dorms and hotels. These areas will be supervised regularly by coaches, contractors, staff or volunteers, where possible and appropriate.

### **Local and Team Travel**

For some **VJCC** Activities, travel is a standard aspect a competitive season, and **VJCC** provides the following policies to reduce the risk of abuse and misconduct. Adherence to these travel guidelines will increase athlete safety and improve the competitive experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local competition ("**local travel**"), and team travel involving a coordinated overnight stay ("**team travel**").

#### **Local Travel**

Local travel occurs when the team does not sponsor, coordinate, or arrange for travel. For local travel, athletes/minor program participants or their parents/guardians are responsible for making all travel arrangements. In these instances, it is the responsibility of the athlete or their parents/guardians to ensure the person transporting the athlete maintains all safety and legal requirements, including, but not limited to, a valid driver's license, proper insurance, well maintained vehicle, and compliance with all state laws.

In an effort to minimize one-on-one interactions, a coach, contractor, staff or volunteer, who is not also acting as a parent, should not drive alone with an unrelated athlete and should drive with at least two other athletes/minor program participants or another adult at all times. In any

case where a coach, contractor, staff or volunteer is involved in the athlete's local travel, a parental release is required in advance. Efforts must be made to ensure that a coach, contractor, staff or volunteer is not alone with an athlete or participant, by, e.g., picking up athletes/minor program participants in groups.

A coach, contractor, staff or volunteer who is also an athlete's guardian may provide shared transportation for any athlete(s). We encourage guardians to pick up their athlete first and drop off their athlete last in any shared or carpool travel arrangement. We also recommend completing a shared travel declaration form signed by the parent/guardian of any minor athlete who is being transported as part of such a carpool arrangement.

### **Team Travel**

Team travel is overnight travel that occurs when the team sponsors, coordinates or arranges for travel so that the team can compete locally, regionally, nationally or internationally. Because of the greater distances, coaches, volunteers and chaperones will often travel with athletes/minor program participants. However, no coach, contractor, staff or volunteer will engage in team travel without the proper safety requirements in place, including a valid driver's license, proper insurance, well-maintained vehicle and compliance with all state laws.

Team travel requires adequate supervision through coaches, volunteers and other adult chaperones.

For team travel, a team representative will book hotel accommodations and air travel in advance; the team representative will prioritize the choice of hotel accommodations that have rooms accessed from within the building, as opposed to street access ('hotel' vs. 'motel' access).

Athletes/minor program participants will share rooms, with 2-4 athletes/minor program participants assigned per room depending on accommodations. A team representative will notify hotel management regarding any special arrangements; for example, a team representative will request the hotel to block pay-per-view channels and will request an additional large room or suite such that athletes/minor program participants may socialize as a group. Team meetings do not occur in hotel rooms (of the coach or an athlete); a team representative will reserve a separate space for adults and athletes/minor program participants to socialize.

To ensure the propriety of athletes/minor program participants and to protect coaches, contractors, staff or volunteers, there will be no male athletes/minor program participants in the rooms of female athletes/minor program participants, and no female athletes/minor program participants in the rooms of male athletes/minor program participants (unless the athletes/minor program participants are siblings accompanied by a parent/guardian). A coach shall not share a hotel room or other sleeping arrangement with an athlete, unless the coach is the parent, guardian, sibling or spouse of that particular athlete.

When visiting public places such as shopping malls, movie theaters, etc., athletes/minor program participants will stay in groups of no less than three persons. Athletes/minor program

participants who are 12 years of age and under will be accompanied by an adult chaperone at all times.

Athletes/minor program participants are expected to remain with the team at all times during the trip. Athletes/minor program participants are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered, without the knowledge and permission of the coach, volunteer or chaperone.

We encourage family members who wish to stay in the team hotel to do so. If family members do not stay in the team hotel, we encourage all athletes/minor program participants to call parents and guardians regularly. A team representative will allow unscheduled calls to the athlete by a parent/guardian, if requested by either the athlete or the parent/guardian.

### **TRAVEL NOTIFICATION**

A team representative will provide reasonable advance notice before any team travel. Notice will include the dates, location and duration of competition. Travel notice will also include designated team hotels for overnight stays. A team representative will designate a contact person for team travel to help with travel details and provide information to parents.

A team representative will post specific travel itineraries when they become available. These will include a more detailed, hour-by-hour itinerary as well as contact information for coaches and team travel chaperones.

### **COACH AND VOLUNTEER RESPONSIBILITIES**

During team travel, coaches, contractors, staff or volunteers will help athletes/minor program participants, fellow coaches, contractors, staff or volunteers adhere to policy guidelines, including the travel policies and reporting policies.

When not practicing, training, competing, or preparing for competition, coaches, contractors, staff or volunteers will monitor the activities of athletes/minor program participants, fellow coaches, contractors, staff or volunteers during team travel. Coaches and coaches will:

1. Prepare athletes/minor program participants for team travel and make athletes/minor program participants aware of all expectations. Supplemental information will be given to parents/guardians of athletes/minor program participants who are considered inexperienced travelers, new or relatively new to team travel, or who are under the age of 14;
2. Familiarize themselves with all travel itineraries and schedules before the initiation of team travel;
3. Conform to, and monitor for others' adherence, the policies of the Code of Conduct and all other team policies during team travel;
4. Encourage minor athletes/minor program participants to participate in regular communication with their parents/guardians;
5. Help athletes/minor program participants be on time for all team commitments (as possible);

6. Assist with team travel logistical needs (as possible);
7. Support chaperones and/or participate in the monitoring of athletes/minor program participants for adherence to curfew restrictions based on age and competition schedule, as listed in travel itinerary;
8. Ensure athletes/minor program participants are complying with hotel room restrictions based on gender or age requirements;
9. Make certain that athletes/minor program participants are not alone in a hotel rooms with any adult apart from a family member, including coaches, volunteers and chaperones;
10. Refrain from using drugs or alcohol in the presence of minors or be under the influence of alcohol or drugs while performing any program or coaching duty;
11. Immediately report any concerns about physical or sexual abuse, misconduct, or policy violations;
12. Notify parents before taking any significant disciplinary action against a minor athlete if the athlete is traveling without his or her parents.

### **CHAPERONE RESPONSIBILITIES**

Chaperones accompany team travel to ensure that the athletes/minor program participants, coaches, contractors, staff or volunteers adhere to schedules and guidelines, including the travel policy and all other relevant policies contained in the Code of Conduct. Each chaperone must undergo a background check screening and follow all VJCC Bylaws, Rules & Policies. (e.g. including Code of Conduct).

### **Electronic Communications & Social Media**

All electronic communications between a coach and minor athlete must be professional in nature and for the purpose of communicating information about program activities.

**As with any communication, the content of any electronic communication should be readily available to share with the athlete's family. At the request of a parent or guardian, any email, electronic text, social media or similar communication will copy or include the athlete's parents or guardians.**

### **FACEBOOK, MYSPACE, BLOGS AND SIMILAR SITES**

Coaches or volunteers can communicate with minor athletes/minor program participants through sites like Facebook, but all communication needs to be in group form and public (no private communication). If a Facebook page is used, all coaches and parents must be included. Coaches may not have athletes/minor program participants join a personal social media page. All posts, messages, texts, or media of any kind shared among athletes/minor program participants or between coach and athlete must be professional in nature and for the purpose of communicating information about team activities or for team-oriented motivational purposes.

### **TWITTER, INSTANT MESSAGING AND SIMILAR MEDIA**

All communication is to be public in nature. Coaches and minor athletes/minor program

participants may “follow” each other. Coaches cannot “re-tweet” athlete message posts. Coaches, contractors, staff or volunteers are not permitted to “direct message” minor athletes/minor program participants through Twitter (or similar media). Coaches, contractors, staff or volunteers are not permitted to post inappropriate off-color content or comment on inappropriate off-color posts. If there is doubt, treat the content as inappropriate.

#### **EMAIL AND SIMILAR ELECTRONIC COMMUNICATIONS**

Athletes/minor program participants and coaches may use email to communicate if the athlete is at least 14 years of age. All email content between coach and athlete must be professional in nature and for the purpose of communicating information about program activities. Where possible, the minor athlete’s parent should be copied on e-mail communications. Email communication between coaches and minor athletes/minor program participants is allowed during the hours of 7am and 10pm.

#### **TEXTING AND SIMILAR ELECTRONIC COMMUNICATIONS**

Texting is allowed between coaches and a minor athlete if the athlete is at least 14 years of age. Where possible, texts between a coach and an athlete must be a group text – the text should include another athlete, volunteer, a parent, or another coach/assistant. All texts between a coach and an athlete must be professional and for the purpose of communicating information about team activities. No texting is allowed between a coach and an athlete before 7am or after 10pm, unless there is a specific soccer activity that requires a text communication.

The use of Snapchat (and similar apps) with minor athletes/minor program participants is not permitted.

#### **ELECTRONIC IMAGERY**

From time to time, digital photos, videos of practice or competition, and other publicly obtainable images of the minor athlete – individually or in groups – may be taken. These photos and/or videos may be used for athlete instruction (i.e. practice and game films), team videos, team websites, or offered to the athletes/minor program participants’ families. The use of photos/videos is permissible as long as the athlete or athletes/minor program participants are in public view and such imagery is both appropriate and in the best interest of the athlete and the program. Photo or video imagery must not be contrary to any rules or guidance outlined in this Code of Conduct.

#### **REQUEST TO DISCONTINUE**

The parent or guardian of a minor athlete may request in writing that their athlete not be contacted by coaches through any electronic communication; that request must be honored. Additionally, a parent or guardian of a minor athlete may request in writing that photographs or videography of their athlete not be posted on program or team websites, understanding that group photography or videography may render this impracticable; to the extent this request is practicable, it should be honored.

## **MISCONDUCT**

Social media and electronic communication can be used inappropriately. (e.g., emotional abuse, sexual abuse, bullying, harassment, and hazing). Such communication by coaches, volunteers, officials, administrators, parents or other athletes/minor program participants will not be tolerated.

Electronic communication should not contain or relate to any of the following:

1. Drugs or alcohol use;
2. Sexually oriented conversation, sexually explicit language or sexual activity;
3. An adult's personal life, social activities, relationship or family issues, or personal problems; and
4. Inappropriate or sexually explicit pictures.

Any communication concerning a minor athlete's personal life, social activities, relationships, family issues or personal problems must be transparent, accessible and professional.

## **Parental Contact and Involvement**

### **PARENTAL CONTACT**

Parents of minor athletes/minor program participants will be contacted if their athlete becomes ill, injured, or has a severe disciplinary problem while participating in a **VJCC** Activity.

## ABUSE PREVENTION PLAN

### Valley Jewish Community Center Acknowledgement of Abuse Prevention Plan

I \_\_\_\_\_, have read, understand, and agree with the Valley Jewish Community Center safety guidelines and precautions regarding child abuse prevention, and will abide by them while serving as a staff-member, coach, contractor, volunteer and/or any other individual over the age of 18 seeking affiliation with any affiliated program within **VJCC** who has direct or indirect contact or influence on a minor.

First Name: \_\_\_\_\_ Last: \_\_\_\_\_

Address: City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Parent Name if Participant is Under the Age of 18: \_\_\_\_\_

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Signature (Parent if Under 18)

Name (Printed)

Date