



Athlete Protection and Abuse Prevention Policy



Introduction and Purpose

Sportable is committed to the safety and well-being of all athletes¹ and others who participate in our programs and events. This Athlete Protection and Abuse Prevention Policy (policy) is designed to create a safe and positive environment that is free of emotional, physical, verbal, and sexual abuse. All forms of abuse are intolerable and in direct conflict with Sportable's Code of Conduct, mission, and values.

This policy is informed and guided by Sportable's values and the U.S. Center for SafeSport, Move United, state and federal law, and best practice.

Sportable establishes the following policy that applies to employees, contractors, coaches, volunteers, interns, caregivers/family members and athletes/participants.

Violation of this policy can result in termination, reports to law enforcement, and/or a total ban on participating in Sportable's programs and events.

Screening & Defining Misconduct

All staff, volunteers, coaches, and contractors undergo an application process involving reference checks, interviews, skills tests, and more. As part of this screening, Sportable conducts official background checks on all adult (over 18) employees, contractors, coaches, interns, and volunteers who have regular contact with athletes, regardless of the athlete's age. However, special attention is given to any adult/youth² interaction, addressed in subsequent sections of this policy.

Regular contact is ongoing interactions between an adult and youth under the age of 18 over a 12-month period, not one-time public events like the annual Adaptive Expo or tournaments. Additionally, adult athletes who are registered for programs including youth athletes³ are required to complete a background check.

Background checks must be completed BEFORE an individual is in contact with athletes. Background checks expire every two years and will be updated when expiration is approaching.

Official background checks⁴ are provided free of charge and are conducted utilizing S2Verify or a comparable service provider. This process will require the collection of personal identifying information which will not be stored on Sportable's information systems; it will be stored securely in the service provider's information systems. The results of the background check will

¹ The term athlete encompasses all Sportable program participants including health, wellness, and recreation offerings

² Youth and child are used interchangeably in this policy.

³ Under the age of 18.

⁴ Nationwide Criminal Search-Nationwide Sex Offender Search-Homeland Security/OFAC Search

not be revealed to anyone other than the staff responsible for employee, contractor, coach, and volunteer management.

Upon completing the background check, the person receives an email with the results and a process for disputing the results if they do not agree, as outlined by the Federal Trade Commission⁵.

Sportable staff may conduct further research in addition to the background check (e.g. internet searches); should this search result in information that is of concern and represents a threat to the safety of athletes, Sportable leadership will determine next steps.

Screening of background check results is completed by the Director of Administration, and handed off to the Chief Operations Officer (COO) should the background check or further research return any criminal offense. The COO will use the following guidelines to determine whether or not the offense warrants a total ban on participation (Red Light), further discussion (Yellow Light), or if participation is cleared (Green Light).

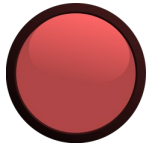
For the purposes of this policy, the primary types of “Red Light” offenses are at the felony level and are centered on abuse and neglect, outlined below. These terms are defined in [Virginia Code](#).

- Bullying
- Child abuse
- Emotional abuse or misconduct
- Hazing
- Harassment
- Physical abuse or misconduct
- Sexual abuse or misconduct
- Stalking
- Animal Cruelty

- ✓ Grooming is also in the “Red Light” category though it is not defined in Virginia Code. For the purposes of this policy, grooming is the act of deliberately establishing a relationship with a child to prepare them for abuse.

Regardless of the criminal background check results, per Sportable’s Code of Conduct, the organization reserves the right to ban from participation anyone deemed in violation of Sportable’s Code of Conduct.

⁵<https://consumer.ftc.gov/articles/employer-background-checks-your-rights#if%20turned%20down>



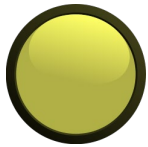
Examples of “Red Light” determinations⁶ include but are not limited to:

- ✓ Any offense involving a youth (under 18) – no exceptions for child abuse, child sexual abuse, child neglect, exploitation of a child
- ✓ Sexual misconduct regardless of age of victim, this includes sexual harassment
- ✓ Stalking
- ✓ Animal cruelty (a precursor to domestic violence)
- ✓ Violation of a protective order
- ✓ [Any criminal sexual assault offenses in Virginia Code](#) (Article 7)
- ✓ [Crimes Against the Person offenses in Virginia Code](#) (Chapter 4) will generally result in a Red Light determination

Individuals who are banned from participation under a Red Light determination:

- may challenge the vendor regarding the accuracy of the background check should a dispute arise
- will receive a written notice from the COO explaining the decision and their right to appeal

The decision and notice will be recorded by the COO in the individual’s contact record in the database; they will also be designated as Ineligible, Misconduct, and Do Not Contact in the database. Sportable’s insurance broker will also be notified in writing.



“Yellow Light” determinations include offenses that are non-violent such as speeding, minor drug/alcohol related offenses, and other misdemeanors. These will be reviewed on a case-by-case basis by the COO, who will consider the totality of the circumstances and consult with the CEO, legal counsel, and the insurance broker as appropriate. Note: moving violations that could impact the ability to safely transport equipment or colleagues will be reviewed carefully – however such violations would not prevent these individuals from participation/hire/volunteering in general.



“Green Light” = no criminal history detected in criminal background check. Note: A green light determination does not mean that an individual is safe to work with youth. Instead a green light determination indicates that no criminal history was found that would disqualify the individual from working with youth.

⁶ Also referred to as “Barrier Crimes”

Importantly, in interpreting each of these forms of prohibited conduct and barrier crimes, Sportable assumes there is always an imbalance of power between a coach, staff member, or volunteer and an athlete of any age.

Education and Training

Sportable requires education and training concerning the key elements of this policy and the U.S. Center for SafeSport program for applicable⁷ employees, contractors, coaches, volunteers and interns who have regular contact with youth athletes. Mandatory training includes: review of this policy, review of Sportable's Volunteer Handbook, Sportable's program-specific training, proof of successful completion of the U.S. Center for SafeSport training, and proof of successful completion of the Child Protective Services (CPS) Mandated Reporter training provided by the Virginia Department of Social Services (VDSS).

All staff, coaches, and volunteers **must take and pass CPS Mandated Reporter Training, as required by Virginia Law** in § 63.2-1509 and 22VAC40-705-40, and submit their Certificate of Completion to Sportable.

Documentation of training requirements will reside in database contact records or personnel files as appropriate and is the responsibility of the Director of Administration and COO.

Training opportunities will be made available for adult athletes, parents, caregivers, and youth athletes, with caregiver consent, to promote sexual violence prevention principles and inform stakeholders about this policy, and reporting/response processes.

Initial Training:

- Sportable orientation
 - Mission and values
 - Disability etiquette
 - Incident management
 - Emergency action plan
 - Code of Conduct
 - Confidentiality
 - Transfers
 - Staff/key contacts
 - Mandated Reporter training/VDSS
- Abuse prevention
 - Expectations
 - Resources

⁷ Certain sports and tournaments have external requirements for SafeSport including: National Wheelchair Basketball Association, US Rowing, USA Boccia, USA Archery Club, US Power Soccer Association, USA Cycling Club, USA Swimming, USA Climbing, Lacrosse USA, and US Tennis Association. Sportable will ensure compliance as appropriate.

Refreshers will be required for staff, coaches, volunteers, and contractors annually. Educational resources will be provided on sportable.org for anyone to access.

Additional Safeguards for Coaches

Coaches must annually sign a Memorandum of Agreement (MOA) that outlines in their duties and responsibilities. The MOA includes the following: purpose, expectations, overview, instruction, program schedule, attendance policy, compensation agreement, program funding policy, program promotion and additional events policies, training requirements, and termination policy. Sportable's Code of Conduct, Confidentiality Agreement, and Waiver are attached to the MOA and require a signature.

Reporting – Criminal Offenses and Code of Conduct Violations

Always call 911 if a youth or adult is in immediate danger.

All staff, coaches, contractors and volunteers are expected to “say something if they see something” when it comes to reporting suspected sexual or physical abuse of youth athletes/participants.

While important, Sportable is not mandated to report suspected abuse of adults to law enforcement. These instances will be handled as potential Code of Conduct violations, discussed later.

All information reported to Sportable regarding suspected criminal activity or Code of Conduct violations is kept confidential to the fullest extent possible as appropriate.

Reporting Process

Suspected Offense/Violation	Report To (in order)	Timing	Notes
Child sexual, physical abuse, child neglect Assure immediate safety – find a Sportable staff member/coach to assist if necessary.	1. Virginia Department of Social Services 24-Hour CPS Hotline 804-786-8536 ⁸ (option to report anonymously) 2. Sportable - either COO directly or	1. Immediately but no more than 24 hours after having reason to suspect or fine will be incurred	Both the Code of Virginia and Sportable protects the identity of the reporter. ⁹ VDSS is also required to notify law enforcement

⁸ Unless the person has **actual knowledge** that the same matter has already been reported to the local department or the department's child abuse and neglect hotline.

⁹ If a case is brought to court, the reporter's identity may be revealed

Suspected Offense/Violation	Report To (in order)	Timing	Notes
<p>If the child abuse/neglect is something reported to you by another person and not something you observed or suspect directly, follow the same process as if you had – you are obligated to report.</p> <p>If the suspect is a Sportable staff member or coach, remove the youth from harm's way and contact COO immediately.</p>	<p>online form which can be completed anonymously: https://sportable.org/incident-report/.</p>	<p>2. After contacting VDSS, as soon as possible</p>	<p>of certain offenses.</p> <p>Do not contact the parents/caregivers directly – leave this decision to Sportable leadership.</p>
<p>Peer-to-Peer sexual abuse involving youth</p>	<p>1. Local law enforcement</p> <p>2. Sportable - either COO directly or online form which can be completed anonymously: https://sportable.org/incident-report/.</p>	<p>1. Immediately/as soon as possible</p> <p>2. Immediately/as soon as possible</p>	
<p>Grooming of a child</p>	<p>1. Local law enforcement</p> <p>2. Sportable - either COO directly or online form which can be completed anonymously:</p>	<p>1. Immediately/as soon as possible</p> <p>2. Immediately/as soon as possible</p>	

Suspected Offense/Violation	Report To (in order)	Timing	Notes
	https://sportable.org/incident-report/ .		
Any "Red Light" ¹⁰ criminal offenses outside of neglect, sexual and physical abuse noted above involving youth	<ol style="list-style-type: none"> 1. Local law enforcement 2. Sportable - either COO directly or online form which can be completed anonymously: https://sportable.org/incident-report/. 	<ol style="list-style-type: none"> 1. Immediately/as soon as possible 2. Immediately/as soon as possible 	
Any "Red Light" criminal offenses noted above generally or involving adults	<ol style="list-style-type: none"> 1. Law enforcement as soon as possible 2. Sportable - either COO directly or online form which can be completed anonymously: https://sportable.org/incident-report/. 	<ol style="list-style-type: none"> 1. As soon as possible 2. As soon as possible 	
Sportable Code of Conduct Violations (or violations of this policy) that do not meet Red Light criteria	Sportable - either COO directly or online form which can be completed anonymously: https://sportable.org/incident-report/ .	As soon as possible	

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- ¹⁰ Bullying
 - Child abuse
 - Emotional abuse or misconduct
 - Hazing
 - Harassment
 - Physical abuse or misconduct
 - Sexual abuse or misconduct
 - Stalking
 - Animal Cruelty

Sportable staff do not investigate suspicions or allegations of child physical or sexual abuse, or attempt to evaluate the credibility or validity of such allegations, as a condition of reporting suspicions or allegations to the appropriate law enforcement authorities, nor should the person who observed/suspects abuse.

Management Process

Upon receiving a report, the COO will determine if the incident rises to the level of a criminal offense or a Code of Conduct violation (it can also be both) and respond accordingly. All contacts, communications, decisions, etc. is to be documented concurrently and stored in Sportable's secure drive (accessible by CEO and COO) and database.

Suspected Offense/Violation Report Received	Action (COO Responsible)¹¹
<p>Child sexual, physical abuse, child neglect</p> <p>If the parents/caregivers are the alleged suspects, authorities are trained to handle this to make sure the child is protected.</p>	<ol style="list-style-type: none"> 1. Above all else, immediately ensure safety of youth 2. If it is not clear a report was made to VDSS, report to VDSS immediately – err on the side of caution 3. Analyze the facts and circumstances and determine whether or not to immediately notify the parent/caregiver. If the allegation is directed at the parent/caregiver or their partner, under no circumstances may they be notified. If after consulting with the CEO and maybe law enforcement/social services, it is clear the allegation is not directed at the parent/caregiver or their partner, notify the parent/caregiver as soon as mandated reports are made to VDSS and/or law enforcement. 4. If appropriate, consult with attorney (2 business days) 5. Notify insurance broker (2 business days) 6. Notify the alleged perpetrator they are barred from participation in all Sportable programs/events until further notice¹² – via email and hard copy letter; a phone call may be necessary and if so, at least 2 members of leadership should be on the call if possible. Document in database. (Immediately/as soon as possible) 7. Notify staff the person is no longer permitted in Sportable programs/events; do not disclose the name of the youth unless necessary; disclose violation of Code of Conduct but keep details to a minimum. (2 business days)

¹¹ The COO will always consult with the CEO to determine if anyone else (e.g. Board) should be notified. (Immediately/as soon as possible)

¹² The individual may appeal the decision, but they will be banned until and unless there is a favorable outcome with documentation provided to Sportable, in consultation with insurance broker and attorney.

Suspected Offense/Violation Report Received	Action (COO Responsible)¹¹
<p>Peer-to-peer sexual abuse involving youth</p> <p>Whether or not a sexual interaction between youth 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.</p>	<ol style="list-style-type: none"> 1. Above all else, immediately ensure safety of youth 2. Review totality of circumstances and consult with attorney (2 business days) 3. Local law enforcement, if warranted, as soon as possible 4. Do not contact the parents/caregivers directly – leave this to the authorities 5. Notify insurance broker (2 business days)
<p>Grooming of a child</p>	<ol style="list-style-type: none"> 1. Above all else, immediately ensure safety of youth 2. Review totality of circumstances and consult with attorney (2 business days) 3. During this time, remove alleged perpetrator from any space the youth is in; notify alleged perpetrator and determine next steps 4. Inform appropriate staff immediately/as soon as possible 5. Local law enforcement, if warranted, as soon as possible 6. Notify insurance broker (2 business days) 7. Determine if parents/caregivers need to be notified
<p>Adult sexual, physical abuse</p>	<ol style="list-style-type: none"> 1. Try to ensure safety of the person 2. Offer resources to the person and/or person reporting if appropriate including their options for reporting to law enforcement 3. Document as much information as possible 4. If the abuse is confirmed by external sources, is widely known, and/or threatens the safety of others and Sportable’s reputation, determine next steps, most likely it will result in a participation ban; this will be handled by the CEO and COO. There is no obligation to report suspected abuse of adults to law enforcement, but safety is paramount and Sportable takes these matters seriously.
<p>Sportable Code of Conduct Violations (or violations of this policy)</p>	<ol style="list-style-type: none"> 1. Review reports 2. Investigate internally – this could include conversations

Suspected Offense/Violation Report Received	Action (COO Responsible)¹¹
that do not meet Red Light criteria ¹³	3. Discuss with CEO and others as appropriate 4. Determine if a violation of Code of Conduct has occurred. If yes, notify individual of decision in writing (email and letter) and document accordingly. Phone call may be necessary – include another person in call if possible. If corrective action is warranted to give the person a chance, create plan with timeline and enforce and follow-up. Communicate with staff as appropriate. If ban on participation is warranted, follow same communication steps and documentation.

Options for Reporting:

- ✓ Online Form <https://sportable.org/incident-report/>
 - The online form can be submitted anonymous or the individual can leave their contact information. If an individual would like to have a verbal conversation in lieu of or in addition to a written report, they can use this form to request a conversation or talk with a Sportable staff member. Sportable also trains its staff, coaches, and volunteers to follow mandatory reporting obligations to local law enforcement authorities or other child service authorities, i.e., the Virginia Department of Social Services Child Protective Services.
 - Form responses are checked every business day.
- ✓ COO – phillip@sportable.org
- ✓ Director of Adaptive Programs - tyler@sportable.org
- ✓ Any other Sportable staff
- ✓ Info@sportable.org

To the fullest extent possible and as appropriate, the identity of the youth or adult(s) involved in the incident and the reporter will be kept confidential.

“Whistleblower” Protection

Regardless of outcome, Sportable will support the person making a report, unless made in bad faith. Sportable will not encourage, allow or tolerate attempts from any individual to retaliate, punish, or in any way harm any individual(s) who report a concern in good faith. Such actions against a person reporting will be considered a violation of this policy and grounds for disciplinary action.

Contact with Youth Athletes

Sportable strives to minimize one-on-one interactions between adults and youth to create a safe environment and protect athletes and participants. The goal is for all interactions to be

¹³ Personnel issues are addressed in Sportable’s Employee Policies and Procedures.

observable and interruptible. There should rarely, if ever, be an acceptable unobservable, un-interruptible one-on-one interaction with any adult and youth athlete during Sportable programs and events.

Physical touch is a part of sport and recreation for safety, celebration and encouragement – acceptable forms include:

- ✓ the physical contact takes place in public
- ✓ there is no potential for, or actual, physical or sexual intimacies during the physical contact; and
- ✓ the physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult
- ✓ transferring a youth to and from a sport chair, with consent obtain in advance

Prohibited forms of physical contact, which shall be reported to Sportable staff immediately:

- ✓ asking or having an athlete sit in the lap of any adults (besides parent, caregiver)
- ✓ lingering or repeated embraces of athletes that go beyond the criteria set forth above for acceptable physical contact
- ✓ slapping, hitting, punching, kicking or any other physical contact meant to discipline, punish or achieve compliance from an athlete
- ✓ “cuddling” or maintaining prolonged physical contact
- ✓ playful, yet inappropriate contact that is not a part of regular programs (e.g., tickling or “horseplay,” wrestling)
- ✓ continued physical contact that makes an athlete obviously uncomfortable, whether expressed or not

Transfers

Youth athletes who use wheelchairs may need assistance transferring to and from sport chairs or other adaptive equipment such as cycles. During the program registration process, parents are asked if accommodations are needed and transfers can be part of this. However, staff, coaches and volunteers **are required to obtain verbal consent from the youth athlete every single time they assist with a transfer.** Simply ask, *do you need help transferring? Is it ok if I help you?* Do not assume you can put your hands on anyone with a disability without asking for permission first, even if your intent is to help.

Locker Rooms/Changing Areas and Bathroom Use

Adults must ensure that all contact with youth in locker rooms, changing areas, or similar spaces where minors are present is observable and interruptible.

The following procedures can help to reduce the risk of misconduct or abuse in locker rooms/changing facilities:

- ✓ Changing facilities should not be used by adults and youth at the same time. Where this is unavoidable, there must be access to separate changing, showering and toilet areas. Having one person go in, then one person out can help ensure safety, with a staff person standing nearby to monitor.
- ✓ Under no circumstances should adults be undressed in front of youth in changing rooms.
- ✓ Staff and volunteers must not change at the same time as youth using the same facilities.
- ✓ Staff and volunteers should not be in the changing facility when youth are undressed.
- ✓ For mixed-gender activities, separate facilities must be available or use the one in, one out method.
- ✓ Make sure the changing and locker room facilities are accessible and that the youth athlete and their parent/guardian are involved in deciding if and how they should be assisted. Make sure the youth athlete is able to consent to the assistance that is offered.
- ✓ The use of mobile phones and/or photographic equipment with video recording capabilities by staff and volunteers and also youth themselves should be prohibited under any circumstance in changing facilities.
- ✓ Parents/guardians should be discouraged from entering changing facilities unless it is truly necessary. In such circumstances, only a parent of the same sex as the children/young people may enter the changing facility and they should let the supervising adult know about this in advance.

There are exceptions – personal care assistants are permitted to assist youth change with parental/guardian written consent provided to Sportable. If a personal assistant is utilized, they will be required to undergo a background check. Other exceptions will be considered on a case-by-case basis.

The same guidelines apply to assisting a youth with bathroom use. A staff member, coach, contractor, volunteer, or intern **are prohibited from assisting any youth with using the bathroom or changing, with no exceptions.** Parents/guardians/caregivers must be relied upon for coordinating changing and bathroom use.

Travel and Transportation

Youth athletes travel for competitions throughout the year. A parent or guardian is always required to be present with the youth. Sportable does not provide transportation for youth athletes. Staff, coaches and volunteers are not permitted to stay in hotel rooms with youth athletes or their families.

Electronic Communication

All electronic communication (texting, emails, social media) between adult and youth athletes must be open and transparent – this means a parent or guardian must be included on any

communication between an adult staff member, coach, or volunteer and youth athlete. Parental consent must be given in advance to permit such communications.

Direct, private messages between adults and youth athletes are prohibited.

Outside Facilities

Portable contracts with outside facilities to provide programming including schools and parks/recreation centers. In these spaces, Portable cannot control the staff and community members who enter those facilities. At minimum, Portable staff must request the facilities' abuse prevention policies including criminal background requirements and keep these on file. As with every Portable program and event, youth athletes must be supervised carefully for their protection.

Monitoring and Enforcement

By monitoring interactions between adults and youth athletes, Portable works to prevent, recognize, and respond to inappropriate and harmful behaviors set forth in this policy. Portable diligently monitors compliance with this policy and promotes a culture of prevention through various methods including:

- ✓ Daily monitoring of incident reports
- ✓ Weekly monitoring of criminal background checks
- ✓ Screening of all staff, volunteer, and coach applicants
- ✓ Weekly program team meetings
- ✓ Program-specific supervision by program staff for each offering
- ✓ Weekly supervision meetings with program team and leadership
- ✓ Formal program evaluations
- ✓ Informal supervision and random observation of programs
- ✓ Quarterly Abuse Prevention Team meetings
- ✓ Annual trainings and refreshers
- ✓ Ongoing professional development
- ✓ Documentation

Portable staff have been trained and are ready to respond immediately to suspected child abuse or neglect including reporting to VDSS and/or local law enforcement.

Training Compliance

The Director of Administration will conduct weekly checks of background check expiration dates, CPS Mandated Reporter Training completion dates, and Youth Volunteer Requirements of coaches and volunteers. For background checks, it will be ensured that all

adult volunteers and coaches have a valid background check on file and that accurate data is entered into the database.

For CPS Mandated Reporter Training, it will be ensured that all adult volunteers and coaches have submitted their Certificate of Completion and that accurate data is entered into the database.

For Youth Volunteer Requirements, it will be ensured that youth have a registered parent or guardian volunteer that has completed both the background check and CPS Mandated Reporter Training. All volunteers are required to abide by the Code of Conduct and Confidentiality Agreement.

Emails will be sent from programs@sportable.org to volunteers and coaches with missing or expired requirements and submission links on a weekly basis. Volunteers and coaches missing requirements **will not be eligible** to attend Sportable programming until requirements are met. It is important that Sportable program staff ensure that only volunteers and coaches with completed requirements participate in our programming. Sportable's database houses reports that are able to be reviewed by program staff for this purpose.

Frequently Asked Questions

Q: What should I say to authorities when reporting suspected abuse?

A: Provide as much detail as possible. Dates, names, contact information you have, whether the youth is in immediate danger or the next time they could be around the alleged perpetrator. If you did not observe directly but were told about the suspected abuse, relay any information shared with you. Although you can report anonymously, giving your name and contact information will help the investigation. Feel free to give Sportable's contact information as a resource.

Q: Should I confront the alleged perpetrator?

A: Not unless you need to in order to secure the safety of the youth. Otherwise, do not confront them and report to authorities.

Q: What should I say to a young person telling me about their abuse?

A: Tell them they are doing the right thing by telling you. Do not make any promises that everything will be okay. Avoid asking too many questions – your most important job is to ensure their safety and report to authorities.

Q: Why do adult athletes have to submit a background check for certain programs?

A: If one of our programs includes a mix of adult and youth athletes, we require adult athletes (aged 18 or older) to complete a background check. This is for the protection of youth athletes.

Appendix A

Sportable Code of Conduct

Sportable requires participants to conduct themselves in a safe and respectful manner to help maintain a comfortable, safe, and fun environment. The Code of Conduct is intended to help provide a positive experience for everyone and applies to all program and event participants including athletes, staff, coaches, caregivers/family members, and volunteers.

General Expectations

- ✓ As a representative of Sportable, all participants will exhibit good sportsmanship and conduct themselves in a manner consistent with the spirit of fair play and responsible conduct at all times and all places.
- ✓ Athletes, coaches, and volunteers are expected to attend all practices, team meetings, and competitions they have committed to or communicate in advance with coaches/program managers when conflict occurs.
- ✓ All participants will respect all adaptive and sporting equipment. No one is permitted to make changes to any equipment that is not their own without the permission of a Sportable staff member or the owner.
- ✓ As a representative of Sportable, all participants will show respect for the physical environment of program/event facilities by assisting to maintain a clean and safe environment, including competition and training venues and lodging.

Abuse & Harassment

- ✓ All participants will respect members of their team/fellow participants, other teams, staff, coaches, volunteers, spectators, and officials and engage in no form of discriminatory behavior or any form of verbal, physical, or sexual harassment or abuse.
- ✓ Abuse is physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person. This includes any behaviors that frighten, intimidate, terrorize, manipulate, hurt, humiliate, blame, injure, or wound someone.
- ✓ Harassment is unwelcome conduct that is based on race, color, religion, sex (including sexual orientation, gender identity, or pregnancy), national origin, older age (beginning at age 40), disability, or genetic information (including family medical history) or other factors protected by law.
- ✓ Offensive conduct may include, but is not limited to, offensive jokes, slurs, epithets or name calling, unwanted touching, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, stalking or obscene phone calls, texts, emails, or gestures which lead to interference with participation.

Reporting

- ✓ All participants will inform program staff in real time of any injury or aggravating condition that occurs during a Sportable activity.
- ✓ Safety is a collective responsibility. If you see something, say something. All participants will report any problems or concerns with another participant (this includes coaches, staff, fellow athletes, volunteers, or others). Problems or concerns can include any situation that endangers the health, safety, or well-being of yourself or fellow participants and any violation of the Code of Conduct.
- ✓ Reports can be made in several ways including:
 - Anonymous online form
(<https://sportable.org/incident-report/>)
 - Verbally or in writing to program staff or Director of Adaptive Programs
 - Verbally or in writing to COO
 - Verbally or in writing to CEO

Cause for Dismissal

- ✓ Any participant can be removed from membership or any Sportable activity at any time for any violation of the Code of Conduct.
- ✓ Any participant can be removed from any Sportable activity at any time if their background check returns a criminal offense involving minors and/or a violent crime deemed inappropriate for participation. This decision will be determined by Sportable leadership and shared with the participant.