



Protecting our young athletes is all of our responsibility as coaches, volunteers and parents. In order to create a positive experience and a safe environment for athletes, USA Swimming's Code of Conduct provides specific, mandatory policies that must be followed at all levels of the organization. Policies are enforceable by the National Board of Review process.

Meet referee pre-meet checklist with meet host/meet director:

1. Will there be approved photographers? Will they have visible credentials?
2. What are the reporting procedures and communication protocol from meet director?
3. What is the protocol for notifying law enforcement for reporting criminal activity?
4. What is the protocol for notifying first responders for fire, ambulance or emergency services?
5. What is the process for an official to report potential Code of Conduct violations, concerning observations or reported observations while on duty?
6. What are the policies and procedures for the protection of transgender athletes?
7. Will there be locker room monitoring pre, during and post meet? By whom?
8. What is the role of meet marshal?
9. To whom, when, and how will officials and coaches credentials be confirmed?

Meet referee Safe Sport officials briefing:

- No cameras, recording devices etc., are allowed in the starting area. Athletes are in a vulnerable position. Taking photographs or video is not appropriate.
Examples of what to say to photographer, parent, and/or timer & who should say it:
 - Timers: (assume good intent) "Please turn off or mute your phone in the starting area. Please step outside of the timing area to use your phone. Be mindful of where you are pointing your phone to protect our athletes."
 - Fans, parents, photographers (assume good intent): "To protect the privacy of our athletes that are in a vulnerable position, USA swimming has asked that all photographs and video are to be taken from..." (*Locations*).
- Inappropriate touching between an athlete and an adult is prohibited.
- No athlete may sit on the lap of adult (unless parents, siblings).
- No rubdown or massage performed on an athlete.
- No cameras or recording devices are permitted in the locker room, changing area, showers, or bathrooms.
- Changing into and out of swim suits must be done in designated areas. Deck changing into or out of swim suit is prohibited.
- Drugs, alcohol, smoking, are not permitted.
- If you see any of these prohibited activities, immediately notify (*person/role*) _____.