Safe Sport Club Recognition Program
For an Institutionally-Owned Club

The club is owned by an outside organization. Examples would be the club is owned by a YMCA, school system, fitness center, park & rec program, boys & girls club, college/university, etc. The club may have a parent booster organization.

OVERVIEW

PURPOSE

The Safe Sport Club Recognition Program allows a USA Swimming member club to demonstrate their commitment to creating an abuse-free, safe, healthy and positive environment for all of its members through the development and implementation of Minor Athlete Abuse Prevention and Anti-Bullying policies, Safe Sport Best Practices and Athlete Protection Training.

WHAT'S INVOLVED

- Policies, procedures and best practices: clubs will develop and/or share their Athlete Protection Policies and the other measures to safeguard athletes.
- Personnel: a big part of successfully implementing Safe Sport is getting the right people involved. Clubs will demonstrate the screening and selection procedures for staff and volunteers.
- Training and education: clubs will be awarded points when minor athletes and parents complete the Safe Sport online courses, as well as hosting in-person Safe Sport-related training.
- Reporting: clubs will detail communication to members about how to report misconduct to USA Swimming Safe Sport and the U.S. Center for SafeSport.

WHERE TO APPLY

USA Swimming member clubs apply for Safe Sport Club Recognition through SWIMS. The Safe Sport Club Recognition Program application is located on the "Club" tab. The application can be accessed by the roles of Club Administrator and Safe Sport Coordinator.

WHAT IS REQUIRED BEFORE THE APPLICATION CAN BE SUBMITTED?

Safe Sport Club Recognition applications are scored for the Safe Sport Club Recognition in the following four areas:

1. Business/Organization Success;
2. Swim Parent/Volunteer Development;
3. Coach Development/Education; and
4. Athlete Development/Performance

In each of the four scored sections there are required components and additional components. *The required components of each section must be met in order for a team to be eligible to submit its application.* Additional components must be added to equal a total score of 75% completion, or 51.00 points. Safe Sport Club Recognition can be renewed every 2 years.

USE USA SWIMMING'S MODEL RESOURCES TO DEVELOP YOUR CLUB'S SAFE SPORT PLAN

To assist USA Swimming member clubs in becoming Safe Sport Recognized, USA Swimming provides resources and models here.

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BUSINESS/ORGANIZATION SUCCESS

Total Category Points Available: 35
Minimum Points Needed: 22 from REQUIRED + 7 or more from ADDITIONAL

Required (22 Points Required)	Points
Mission and Vision Statement Is child protection included in your club's mission or vision statement? This memorializes your club's commitment to providing a safe, healthy and positive environment for athletes. *<You are asked to type in your club's mission or vision statement>*	1 point
Club Website Does your club have a designated Safe Sport section that contains tools and resources for Safe Sport? • Items we check for: Club Safe Sport page on website is visible from the home page (as a tab or button) and anyone can access it without needing to log in; Reporting information, Safe Sport Club Coordinator information, Safe Sport Best Practice Guidelines and customized MAAPP with your club's name need to be on the website. Sample Website *<Share the link to your club's Safe Sport webpage>*	5 points
Reporting Information Is the information and procedure for reporting to USA Swimming Safe Sport and the U.S. Center for Safe Sport on your club's website? We are looking for this information on your main Safe Sport page. It should be very easy for anyone to locate without needing to log in. • To deal with a Safe Sport concern, contact USA Swimming at (719) 866-4578 https://www.usaswimming.org/safe-sport/deal-with-a-safe-sport-concern ○ Optional: You may also want to include how to report anonymously. Text anonymous tips to 888-270-SWIM(7946) • Contact the U.S. Center for Safe Sport to make a report. Call 833-5US-SAFE (587-7233) or use the online reporting form at https://uscenterforsafesport.org/report-a-concern/ or find more information at http://www.uscenterforsafesport.org/) *<Share the link to your club's reporting page>*	2 points
Conduct Pre-Employment Screening As a condition of membership, USA Swimming member clubs are required to conduct pre-employment screens on their new employees. This applies to those who are required to be USA Swimming members by USA Swimming rules. *<click the yes box if your club does the required pre-employment screening>*	2 points
USA Swimming Code of Conduct Communicated to Club Club has documented it distributed the USA Swimming Code of Conduct to all members and they have received it. *<Click the yes box if your club has communicated the USA Swimming Code of Conduct to membership>*	2 points
MAAPP USA Swimming requires member clubs to implement the Minor Athlete Abuse Prevention Policy (MAAPP) effective as of October 16, 2024. USA Swimming member clubs and Local Swimming Committees (LSCs) are **required to implement the Minor Athlete Abuse Prevention Policy** in full. This policy addresses risk areas that present opportunities for abuse to occur. The policy covers five (5) areas: 1.One-on-One interactions; 2.Travel: Local and Team; 3.Social Media and Electronic Communication; 4.Locker Rooms & Changing Areas; and 5.Massages & Rubdowns. MAAPP has been reviewed with Parents/Athletes/Coaches/Volunteers/Other Adults affiliated with the club and signed acknowledgements are kept on file at the club. <Please customize MAAPP policy with your club's name and post a PDF to your Safe Sport web page>	6 points

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Action Plan to Address Bullying USA Swimming member clubs are required to have an action plan to address bullying. This plan must be reviewed with and agreed to by all athletes, parents, coaches and other adults at the club. An example action plan, that becomes the default if a club chooses not to create their own, is available on the USA Swimming website. <Upload your anti-bullying policy file>	2 points
Photography Policy A photography policy is another way to enhance the protection of athlete members. A photography policy could include no picture taking from behind the blocks and could require anyone taking pictures to do so from a certain blocked-off location of the pool deck. The policy must include how parents can opt in or out of having their child photographed at team functions, including swim meets. (If using the model policy, remove words “Suggested” and “Model” from your policy)	2 points

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Additional **(13 points possible)**	**Points**
Safe Sport Best Practices Are the Safe Sport Best Practice Guidelines posted on your club's website? <Check if yes>	2 points
Communication of Policies How often do you communicate the Safe Sport policies to the members of your club, including coaches, athletes, parents and volunteers? *<Choose one>* *Never (0 pts)* *Annually (1 pt)* *Each Season (1 pt)* *More frequently than each season (1 pt)*	0-1 points
Communication Audience Who is your target for Safe Sport policies? *<Check all that apply>* *Coaches (1 pt)* *Parents/Volunteers (1 pt)* *Athletes (1 pt))*	1-3 points
Grievance Procedure Does your club have a grievance procedure for violations of your athlete, coach and parent codes of conducts, as well as violations of other team policies? Procedure should outline who a concern (from a parent, athlete, volunteer, etc.) goes to and what steps that individual takes, up to and including making a report to USA Swimming Safe Sport and the U.S. Center for SafeSport. <Please upload your grievance procedure file>	3 points
Locker Room Monitoring Procedure Locker rooms and changing areas are a high-risk area for abuse to happen. The Minor Athlete Abuse Prevention Policy addresses this in the Locker Rooms and Changing Areas Section. *<Detail the steps your club takes to ensure your locker rooms are safe, include who has access to the locker rooms, and detail a plan of how to respond to misconduct and monitor problematic behavior in the locker room>*	2 points
Parent Consent Forms Parent consent forms are required to be kept on file at the club for each instance of the following: ● Unrelated Adult Athlete to share a hotel room or sleeping arrangement with a minor athlete. ● Unrelated Applicable Adult providing local transportation to a minor athlete. ● Licensed massage therapist or other certified professional or health care provider to treat a minor athlete. ● Unrelated Applicable Adult to travel to competition with a minor athlete. Samples can be found here: https://www.usaswimming.org/safe-sport/minor-athlete-abuse-prevention-policy *<Attach copies of your Parent Consent Forms for review. Note: these should be combined to one file>*	2 points

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SWIM PARENT/VOLUNTEER DEVELOPMENT

Total Category Points Available: 18
Minimum Points Needed: 8 points minimum, with at least 8 points from REQUIRED.

REQUIRED (8 points required)	Points
Safe Sport Club Coordinator Does your club have a designated Safe Sport Club Coordinator who is a non-athlete member of USA Swimming? This ensures that the individual is background checked and has taken the Athlete Protection Training. The Safe Sport page on your website should list the name and contact information for your Safe Sport Club Coordinator. <*Safe Sport Club Coordinator role is assigned by the club administrator*>	5 points
Online Safe Sport Education for Parents (1-5) Safe Sport's online course for parents provides an introduction to Safe Sport, abuse and reporting information. There are three ways in which parents can earn credit for education: 1. Through the online catalog; 2. By attending a group training or attending provided by the team; or 3. Attending a USA Swimming Zoom live training. More information can be found on the Training Opportunities Resource webpage. • 10% of households in your club is the minimum requirement. 10% = 1 point • Note for the online course: The course is called "Parents Guide to Misconduct in Sport". <*The system calculated this automatically based on how many of your team's parents have taken the Parents Guide to Misconduct in Sport" course. In person and zoom trainings are manually entered by USA Swimming Staff*>	1-5 points
Board/Staff Membership It is required that all adult employees and the board of directors of a club are non-athlete members of USA Swimming. This ensures individuals are background checked and have completed the Athlete Protection Training. Please include a board/staff roster or a link to where this roster is posted on your team website. Some examples of individuals: • Adult employees of USA Swimming, Local Swimming Committees (LSCs) and member clubs; • Adults serving on the board of directors of USA Swimming, LSCs and member clubs; • Individuals in a position of oversight over the operations of a member club; • Adults with an ownership interest in a member club; • Referees, starters, administrative officials, chief judges, stroke and turn judges; and • Other volunteers who interact directly and frequently with or have authority over athletes (as defined in the SafeSport Code for the Olympic and Paralympic Movement) as a regular part of their duties. **For institutionally-owned clubs (e.g., clubs owned by a YMCA, LifeTime Fitness, college/university, JCC, etc.), this applies only to:** • The adult employees with direct oversight responsibilities over the club's activities; • The adult employees who have direct club-related responsibilities and whose responsibilities are not to all others using the facility (e.g., this would not apply to a lifeguard assigned to the aquatics facility whose duties are related to all in the aquatics facility as opposed to only the member club athletes); or • The adult board members with direct governance/oversight responsibilities over the club's activities. <Please make sure *your staff are listed somewhere on your team website or email a staff roster to ssrp@usaswimming.org*>	2 points

ADDITIONAL (6 points possible)	Points
Parent Code of Conduct Does your club have a Parent Code of Conduct? <*Please upload your Parent Code of Conduct*>	2 points

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Education Event for Parents Has your club hosted an in-person training for parents on Safe Sport topics facilitated by USA Swimming Safe Sport Staff, the LSC Safe Sport Chair, or a community agency for violence prevention? • **Note:** In order for the education events to receive points they must be virtual or in person training by the USA Swimming Safe Sport Staff, the LSC Safe Sport Coordinator or a community agency for violence prevention within one year of application. This is training above and beyond doing general Safe Sport training or showing the Parent's Guide to Misconduct in Sport videos. If you are looking for one of the USA Swimming Safe Sport staff to conduct a training virtually or in person, please fill out the speaker request form. *<If so, please share the date, name and organization of the presenter and a description of the event>*	2 points
Volunteer Coordinator Membership Does your club require your volunteer coordinator be a non-athlete member of USA Swimming? This ensures the individual is background checked and has completed the Athlete Protection Training. *<Please share the name of your Volunteer Coordinator>*	1 point
Meet Marshals Does your club require meet marshals be non-athlete members of USA Swimming? This ensures individuals are background checked and have completed the Athlete Protection Training. *<Please list the names of your meet marshals>*	1 point

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COACH DEVELOPMENT/EDUCATION

Total Category Points Available: 6
Minimum Points Needed: 3 points minimum, with at least 1 point from REQUIRED *plus* 1 more point from REQUIRED and 2 points from ADDITIONAL *or* 2 more points from ADDITIONAL.

REQUIRED **(1 point required)**	**Points**
Reference Checks How often does your club complete reference checks when hiring coaches and/or other staff members? *<Choose one>* *Never (0 points)* *Only if we need to (0 points)* *Only the head coach (1 point)* *Every hire (2 points)*	0-2 points

ADDITIONAL **(4 points possible)**	**Points**
Coach Code of Conduct Does your club have a code of conduct or honor code for coaches? This is a good way to create shared culture and expectations. *<Please upload your Coach Code of Conduct >*	2 points
Education Event for Coaches Has your club hosted an in-person training for coaches on Safe Sport topics facilitated by USA Swimming Safe Sport Staff, the LSC Safe Sport Chair or a community agency for violence prevention? • **Note:** In order for education events to receive points, they must be virtual or in person training by the USA Swimming Safe Sport Staff, the LSC Safe Sport Coordinator or a community agency for violence prevention within one year of application. This is training above and beyond doing general Safe Sport training. If you are looking for one of the USA Swimming Safe Sport staff to conduct a training virtually or in person, please fill out the speaker request form. *<If so, please share the date, name and organization of the presenter and a description of the event*	2 points

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ATHLETE DEVELOPMENT/PERFORMANCE

Total Category Points Available: 9
Minimum Points Needed: at least 1 point from REQUIRED and 2 more points for from either REQUIRED or ADDITIONAL (for a total of 3 points minimum).

REQUIRED (1 point required)	Points
Online Safe Sport Education for Athletes Safe Sport's online training for athletes provides an introduction to Safe Sport, healthy boundaries, and how to speak up about misconduct, abuse and the behaviors that lead to abuse. There are three ways in which parents can earn credit for education: 1. Through the online catalog; 2. By attending a group training or attending provided by the team; or 3. Attending a USA Swimming virtual live training. More information can be found on the Training Opportunities Resource webpage. • 10% of athletes trained is the minimum. 10% = 1 point. • Note for the online courses: The courses are called "Safe Sport For Kids" (Ages 5-12), "Safe Sport for Teens" (Ages 13-17) *<The system calculated this automatically based on how many of your team's athletes have taken the courses. In person and virtual trainings are manually entered by USA Swimming Staff>*	1-5 points

ADDITIONAL (4 points possible)	Points
Athlete Code of Conduct Does your club have an Athlete Code of Conduct? *<Please upload your athlete Code of Conduct>*	2 points
Education Event for Athletes Has your club hosted an in-person training for athletes on Safe Sport topics facilitated by USA Swimming Safe Sport Staff, the LSC Safe Sport Chair, or a community agency for violence prevention? • **Note:** In order for the education events to receive points they must be virtual or in person training by the USA Swimming Safe Sport Staff, the LSC Safe Sport Coordinator or a community agency for violence prevention within one year of application. This is training above and beyond doing general Safe Sport training or showing the Safe Sport for Youth Athletes videos. If you are looking for one of the USA Swimming Safe Sport staff to conduct a training virtually or in person, please fill out the speaker request form. *<If so, please share the date, name and organization of the presenter and a description of the event>*	2 points