



**Player / Parent Handbook
Competitive Travel Program**

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Club Philosophy and Coaches Responsibilities

Welcome to Sartell Soccer Association:

This organization aims to promote the game of soccer in Sartell and the surrounding communities. Our goal is to have a community-centered youth soccer organization that meets the unique needs of Sartell and surrounding communities. The Sartell Soccer Association (SSA) is dedicated to the idea that character, leadership, and healthy, active lifestyles can be promoted through youth sports in particular. The club is committed to providing an organized, efficient, affordable, and meaningful soccer experience for the area's youth.

Organization and Membership

The SSA is an "open club." Teams are made up of players of similar age and gender, informed by the observed skill level of players as necessary. These evaluations of player ability are made through player assessment/tryouts. No preference is given to any player based on their city of residence, neighborhood, school affiliation, race, or ethnicity.

The travel soccer program is competitive. Participation requires a significant commitment from players and families.

The travel program emphasizes player development in a competitive environment. Players entering the travel program are expected to have developed the basic soccer skills and understanding of the game that should be reasonably expected of a player at their particular age. Teams are formed from a variety of assessments and will reflect, to the greatest extent possible, the club's goals of creating competitive teams at the appropriate level of play for each group that will allow for the most growth and a positive playing experience for athletes. The SSA will do its best to provide opportunities to all interested players at a level of play that is appropriate to their needs and skills.

Club Philosophy

The club will first and foremost seek to create an atmosphere that allows players to develop as people, teammates, and athletes in positive ways. The SSA dedicates itself to growing the game of soccer and the development of players on and off the field in the Sartell area.. The club offers girls and boys ages U9 to U19 competitive team play. The game of soccer should be fun, teach life skills and lessons, and challenge young athletes to grow and develop personally and athletically.

Player Responsibilities

Players are responsible for being positive teammates, good friends, and coachable. The SSA expects all players to respect their fellow athletes, coaches, officials, and opponents on and off the pitch. Players are responsible for attending games and practices and for giving their best effort with a positive attitude at these events. Players should come properly equipped with the appropriate attire for the event.

Parent Responsibilities

Parents are responsible for supporting their athletes, the team, and coaches throughout the season. Parents should communicate player availability and potential conflicts with the coach well in advance whenever possible. Parents are responsible for ensuring an open and positive line of communication exists with coaches and team managers and ensuring their athlete has the proper equipment to participate.

Coaches Evaluations

Each family will be asked to evaluate the club as an organization, their experience with board members, the director of coaching (DOC), and their team coach. Surveys will be anonymous. Coaches will receive feedback/evaluation from the DOC within four (4) weeks of the conclusion of the Minnesota Youth Soccer Association (MYSA) competitive season in which they are coaching.

Club Contacts

Board of Directors

Position	Name	Email	Age Level Contact
President	Boe Piras	boe.sartellsoccer@gmail.com	U13/14 Boys
Vice President	Nate Dahl	nate.sartellsoccer@gmail.com	U17+ Girls
Secretary	Rochelle Dyer	rochelle.sartellsoccer@gmail.com	U9/10 Girls
Treasurer	John Marschall	john.sartellsoccer@gmail.com	U11/12 Boys
Travel Coordinator	Nicole Rykhus	travel.sartellsoccer@gmail.com	
Board Member	Tony Bouri	tonybouri.sartellsoccer@gmail.com	
Board Member	Robert Dyer	dyer.robert@outlook.com	U15/16 Boys
Board Member	John Haws	sartellsoccerassociation@gmail.com	U17+ Boys
Board Member	Amber Hedstrom Koepf	amber.sartellsoccer@gmail.com	U9/10 Boys
Board Member	Ryan Krieger	ryan@kriegerfamily.us	
Board Member	Anne Strack	anne.sartellsoccer@gmail.com	
Board Member	Matt Strack	matt.sartellsoccer@gmail.com	U15/16 Girls
Board Member	Ole Tvedten	ole.tvedten@gmail.com	U13/14 Girls
Board Member	Tyler Walz	tylerwalz1418@yahoo.com	

SSA Staff

Position	Name	Email
Director of Coaching & Player Development	Roy Snyder	ssa.player.development@gmail.com
Recreation Coordinator	Bailey Hawley	bailey.sartellsoccer@gmail.com

Who to call

DOC: The DOC should be your first call for any soccer or roster placement-related questions, including questions about player evaluations, tryouts, team placement, level of play, or concerns about a coach. Any issue related to the travel/competitive programming that is not designated to a board officer/another position may also be directed to the DOC.

Travel Coordinator (Registrar): Call the travel coordinator for any registration issues, Playmetrics help, issues or concerns as a team manager, or help with scheduling or rescheduling of both tournaments and league play. Player passes, guest players, and coach background check questions should also be directed to the travel coordinator.

President: Contact the club president if you have an issue that needs to be addressed by the club as an organization or a team issue and cannot reach the DOC or the Travel Coordinator; questions about a board decision, policy, or idea you want to be considered by the board; general questions about the SSA, requests to add items to a board meeting agenda or to attend a board meeting/seek to join the board; to report conduct by a parent, spectator, community member, board member, SSA staff, or official that you believe requires board investigation.

Vice President: Contact the vice president for general questions about the club and any items that should be directed to the president if the president is not unavailable.

Treasurer: Reach out to the President, Travel Coordinator, or DOC for questions about reimbursement or stipend payments. Send any receipts or required documentation directly to the treasurer as directed by the president, travel coordinator, or DOC.

Secretary: Contact the secretary to post photos or highlights on the association's website or questions about the website, dates and times of upcoming meetings.

Age-Level Contacts: On any topic, if you do not know who to contact or are uncomfortable for any reason contacting the direct-contact, please reach out to the above-listed age-level contacts.

MYSA & US Soccer Quick Link References

Use the quick links below to access information about MYSA and US Soccer rules and procedures:

MYSA Bylaws & Policies

<https://www.mnyouthsoccer.org/bylaws-policies/>

US Soccer Coaches Toolkit

https://learning.ussoccer.com/storyline/20465032/story_content/external_files/Creating%20Positive%20Soccer%20Environments%20Toolkit%20final.pdf

MYSA Weather Policy

<https://www.mnyouthsoccer.org/weather-policy/>

Practice Spaces & Equipment

Equipment:

All teams shall be issued the following equipment at the beginning of each season: - Ball bag with 5 soccer balls for practice and balls designated as game balls eight (8) balls per team total)

- Pack of cones
- 10 practice bibs
- 1 set of “pugg” goals
- First aid kit
- Blood jersey
- U12 and under - Goalkeeper jersey and gloves
- Portable goals may be available upon request

Player/family provided equipment:

- Legal soccer cleats
- Age-appropriate shin guards
- Training apparel as desired
- Water bottle
- Tape/braces/protective wraps etc. for player use
- Goalkeeper jersey and gloves for goalies playing at the U13+ level or players that want personal gear
- Appropriate-sized soccer ball (inflated for use at practice)
 - U9-U12 - size 4
 - U13+ - size 5

Practice Locations:

Most practices will take place at Pinecone Central Park in Sartell.

Other practice locations may include:

- St. John’s University/College of St. Benedict
- Sartell High School
- Sartell Middle School
- Pine Meadow Primary School
- Other locations as determined by team coaches/club staff

Training Expectations:

Sartell Soccer Associations suggests that coaches train at the following frequency. Actual practice times, length, and the number of training sessions may vary from team to team.

- **U9 and U10:** 1-2 trainings per week and a 1:1 or 2:1 practice to game ratio
- **U11 and U12:** 2-3 trainings per week and 2:1 or 3:1 practice to game ratio
- **U13 and U14:**
 - **Division 3:** 2-3 trainings per week and 2:1 or 3:1 practice to game ratio
 - **Division 2:** 3 trainings per week and a 3:1 practice-to-game ratio

- **U15+ and premier level teams:** 3-4 trainings per week with a minimum of 3:1 practice-to-game ratio premier level
- **U17+:** 4-5 trainings per week and a 4:1 practice-to-game ratio

Training session suggested length:

- **U9-U10:** 60-75 minutes
- **U11-U12:** 75-90 minutes
- **U13-U14:** 90 minutes
- **U15+:** 90-120 minutes

Training Sessions:

Training sessions will vary by team needs, age, and timing within a season. If you have a question about your players training please contact the DOC.

Game Day Information - Procedures

Match venues:

Home games will primarily be played at Pinecone Central Park in Sartell. Some matches may also be played at the Sartell High School.

Away match locations are determined by the opposing team and will be communicated to parents as soon as they are made available.

Game schedules and league formation:

The SSA has little control over game schedules, opposing teams, MYSA bracket formation, and age group distribution. The MYSA bracket formation, and regional pools, and creates team schedules. Teams are then given 10-14 days to complete any necessary rescheduling. MYSA often combines age groups if there are not enough teams in a particular birth year. For example, if there are not enough U11 teams they may combine the U11 with the U12 brackets to form a U11/U12 group. The club has no control over these decisions and brackets are not finalized until after teams have been created.

Behavior of coaches, parents, and players during matches:

The game experience should be focused on player experience. Coaches, parents, and spectators must keep games in perspective, not overvalue winning, or act inappropriately during matches. The coach is ultimately responsible for the behavior of their players and team parents/supporters.

Coaches and parents are expected to teach and model good sportsmanship. Unsporting behavior will not be tolerated. Coaches and parents may be immediately expelled from the game, and the board may impose additional disciplinary actions after review of the incident. Behavior which may result in disciplinary action includes but is not limited to:

- Threatening actions or words towards players, referees or other parents.
- Excessive, abusive language to players, referees or other parents.
- Aggressive physical or vocal contact with another parent.
- Refusal to leave the playing field after an ejection.
- Constant and excessive verbal harassment of the players.
- Instructing players to play in a deliberately dangerous or unsportsmanlike manner.
- Coaches or parents entering the field intending to show dissent of a player or referee. A coach receiving a red card is expelled from the game and parents ejected from a contest by an official must leave the premises immediately. The SSA will determine if any additional action is deemed necessary. Continued improper behavior by a parent or coach will result in removal from a coaching position or parents' from game attendance per MYSA policy.

Game decisions by referees may not be questioned. Public criticism of referees by coaches, players, and parents is not permitted.

It is against the rules of the club and MYSA for a coach, parent, or player to harass, threaten, or intimidate a referee in any way. This includes before, during, and after all games, in sight of or in earshot. Failure to comply will result in immediate expulsion with an additional 1-game suspension.

In keeping with the SSA's philosophy, running up the score against an opposing team is strongly discouraged. Coaches of a dominating team should take the opportunity to adjust player and team positions to equal out the competition. This will enrich the player's experience and exhibit consideration toward the opponents without compromising the team's desire to win.

Players not in the game and spectators must remain at least three (3) feet back from the touchlines and within the area from the goal line to the goal line. No one is permitted behind the end lines.

Disciplinary action for players concerning missing practices, games, etc. is the coach's responsibility after consultation with the DOC. The coach must discuss team rules/expectations and disciplinary actions with the parents and players at the teams' first meeting. Difficult situations shall be referred to the DOC and board members.

Club Pass and Borrowing Players

Players rostered on any given team may be "Club Passed" in order to play in a league match or MYSA-sanctioned tournament with another team, provided that the player is eligible by birth year and club status to participate in that team's assigned league/tournament age group. Example situations:

- A U14 boy may be club-passed to play for a U15 boy's team.
- A team of U13s playing in a U13/14 MYSA bracket may club pass a player from a U15/16 team IF that player would be eligible by birth year to play as a U14
- A U16 player by birth year may not be club-passed to play with a team playing in a U15 bracket

MYSA Weather Guidelines

Coaches are expected to know and follow MYSA's weather guidelines for all practice sessions. Officials make game cancellation decisions once at the field of play. Cancellations prior to a match will only occur if fields are deemed unplayable and closed by field managers or the operations director.

In the event of weather cancellation, please follow the guidelines for rescheduling.

Developing and Evaluating Players

Coaches should work to develop players athletically and in their understanding of the game of soccer throughout the season. Player growth should be the primary emphasis and measure of a successful season. More important than how many games a team wins is how much the players on a team grow and develop as teammates, players, and athletes. The Player Development Matrix gives a quick reference to coaches regarding what skills should be emphasized at each age and stage of development.

Player Development Matrix for Coaches

Coaches are asked to complete an end-of-season evaluation for each player. Evaluations are not shared with players or parents, but we do encourage coaches to provide each player with specific feedback on player strengths and areas of potential growth.

Tryouts, Player Assessment & Team Formation

The Sartell Soccer Association (SSA) will hold annual tryouts on a yearly basis for the following full soccer season. Under Minnesota Youth Soccer Association (MYSA) rules, a soccer calendar year runs from August 1 – July 31. Player age group formation rules follow the soccer calendar year. SSA teams can participate in two seasons within the calendar year: fall and spring/summer. The spring/summer season also includes a winter training component.

All players seeking placement on a Sartell Soccer Association competitive team for the upcoming year must register for annual tryouts by the published deadline. Tryouts will be scheduled as early as possible, with dates anticipated in late July/early August. Players are expected to attend all tryout sessions for their age group. Attending these sessions gives evaluators the best opportunity to place players and teams at the most appropriate level for the seasons within the calendar year.

SSA registration process will include the ability for family members to provide input on their player's desire to play one or both seasons (fall and/or spring/summer). The registration process will also require family members to indicate if their player may not be able to make any of the required tryout times. It is anticipated that two tryout sessions will be required each year. This should include a reason for any absence. Players who are not registered will not be considered in the initial team formation process.

Missing one tryout session does not automatically prevent a player from being placed on a team, but it may limit the evaluation information available and may affect placement, especially in age groups with multiple teams or limited roster space. Players who attend tryouts may receive placement priority over players who miss one or more tryouts when evaluation scores, roster limits, or team placement decisions are similar.

For returning SSA competitive players who miss one or both sessions due to an excused absence, team placement may include previous season coach evaluations, prior team placement, previous tryout data, and any other SSA-approved evaluation information.

For players new to SSA, or players without prior SSA coach evaluations, missing tryouts may significantly limit the ability to place the player accurately. SSA may consider the player for placement, and the player may request an alternate evaluation opportunity, such as attending a team practice or other SSA-approved session.

Alternate evaluations for any player are not guaranteed.

Final team placement decisions, including any special circumstances, will be made by the Director of Coaching in consultation with the SSA Soccer Operations Committee.

Winter Training

Age group and/or team-based winter training sessions will be held at St. John's University Dome, primarily on Sundays. Other dates may be added as available based on team and program needs.

Times, training space, and schedule are arranged by the Director of Coaching and the Sartell Soccer Association Board.

Training is organized and run by the Director of Coaching with current club coaches or college players working with athletes.

Winter training is provided for all players to foster skill development and give opportunities for off-season play. Winter training is generally optional for players, however, players participating in an age group with more than one level of play (Division 1/Premier and Division 2/3) and placed on the higher level team may be moved to the lower level roster if they regularly miss team/age-group training. Playing at advanced levels requires a greater commitment that is reflected in attendance at training sessions, scrimmages, etc.

Expectations of Players & Families

Coaches are expected to perform a wide variety of tasks during a season and are a focal point of the youth soccer experience. Sartell Soccer Association also has clear expectations of players and families.

Player Expectations:

- Be a good teammate, treat others well, encourage and celebrate the success of other players individually and the team as a whole
- Work hard in practice and games
- Be coachable (give effort to applying the feedback you receive from coaches)
- Be present. Attend games and practices and while there be focused on getting better and giving your best effort.
- Communicate with coaches and teammates.
- Be prepared to play and properly equipped.
- Be on time.

Player Discipline Policy:

While it is rare, there are instances in which egregious player behavior must be addressed at a club level. Players who engage in disruptive behavior, harassment, bullying, violence, verbal or physical abuse of other players, coaches, opponents, spectators, referees, etc. or other behaviors that interfere with the functioning of their team or the well-being of other participants while registered on an MYSA and/or SSA roster shall be subject to disciplinary action up to and including removal from the association. This includes both physical actions and online behavior.

Players who are removed from a team for behavior reasons will not be granted a refund and will need to have future registrations approved by the President and DOC prior to being placed on a team.

Possible Disciplinary Action:

- Loss of playing time - team discretion
- Suspension from club activities - President/DOC in consultation with team personnel
- Removal from team roster - SSA Board discretion

Family Expectations:

- Be supportive of their player, the team as a whole, and coaches by being positive on the sidelines at all times even when games are not going how they would like
- Communicate player availability and absences as far in advance as possible
- Discuss any concerns about playing time, positions, or team dynamics with the coach directly.
- Be supportive of your players' experience and positive in your attitude toward the team, coach, officials, and opponents. Athletes often mirror the attitudes they see at home.
- Ensure your player is properly equipped, on time, and ready to participate.

Coaching Placements

Prospective coaches will be placed with teams based on the following criteria: - Coaches with players in the program will be placed with their child's team - All other coaches will be placed at the discretion of the Director of Coaching based on:

- The coaching needs of the club
- Age group and gender best suited to the individual coach
- Experience of the coach and level of teams available
- Developmental needs of teams
- Best fit of the coach and the players on a team
- Expressed interest of the coach in the level, gender, and age of the team they prefer to coach

Sartell Soccer Association values parent coaches and will work to provide the tools and training necessary to develop teams and players to their full potential. It is our goal to have 100% of our coaches licensed by either United Soccer Coaches or US Soccer.

Sartell Soccer Association is committed to identifying, recruiting, and training talented staff coaches. It is our goal to build a quality coaching staff that can provide consistently high-caliber training to players at all age groups and levels of play. Sartell Soccer Association will work hard to provide each team with the best coach available.

Tournaments

Sartell Soccer Association supports its teams that wish to participate in tournament play in the following ways.

Spring/Summer Travel Season

All teams will be registered to participate in one common tournament selected by the Sartell Soccer Association Board of Directors. This provides our families and players a common experience, a guaranteed common date/location for our multiplayer families, and an opportunity to grow club-wide camaraderie and watch other teams from across the club. The common tournament for each year will be announced to coaches and families at the annual coach/manager meeting. The Board will not select tournaments that conflict with national holidays or the state tournament and will select a tournament that is accessible for all our families.

Each team will also be allowed to choose one additional tournament that meets their team's level of competitive play and schedule with registration fees covered by Sartell Soccer Association. If the tournament selected has a "per player" fee in addition to the registration fee then that may not be covered by Sartell Soccer Association. Team coaches and managers will communicate any additional costs to parents prior to registration.

All teams participating in the Premier Divisions (MYSA Qualifier League, ECNL, NPL, etc.) will be allotted an additional tournament to allow those teams to expand their competitive season. These teams are encouraged to participate in a college showcase or other competitive regional tournament.

All teams eligible to participate in the MYSA state tournament or MYSA end-of-season jamboree, as applicable, may do so at no additional fee to parents. Teams are responsible for contacting the Travel Coordinator to request registration. Registration fees will be paid by Sartell Soccer Association.

Fall Travel Season

Teams may choose to participate in tournaments with registration fees to be paid by the team.

If MYSA hosts a fall state tournament or fall jamboree teams that wish to participate must request registration by contacting the Travel Coordinator. Registration fees for these events will be paid by Sartell Soccer Association.

How Can I Get Involved?

Parent and member support is vital to the success of SSA and the club welcomes member involvement. There are many ways to get involved no matter your level of soccer knowledge or experience.

1. Volunteer to help with your athletes team.
 - a. Team managers help with communication and scheduling. If you are interested in learning more contact our Travel Coordinator at travel.sartellsoccer@gmail.com b. For those with a soccer background or the willingness to learn you may be interested in coaching a team. Coaches receive training and support from the Director of Coaching and the position receives a stipend ranging from reimbursement of your athletes registration fee to \$1500 depending on your experience, license status, and the team being coached.
2. Join the Board. Each year we hold an annual membership meeting to elect new members to the SSA Board, look for information about this meeting in early December and plan to attend the meeting usually held in late January if you're interested. Open board positions are often available to be filled throughout the year. For information about open positions contact SSA President
3. Become a sponsor. If you have own or have connections to a business or are a community member looking to support local soccer in Sartell we have many opportunities for sponsorship from uniform sponsors to advertisements on our match live streams there are many options to promote your business and support our local club. Contact the Director of Coaching for more information.

Notice: Changes/additions and deletions to this manual may be made without prior notice to the Membership. Changes will be posted on the Sartell Soccer Association Website (www.sartellsoccer.org)

Appendix A: Coaching Evaluation Form

The Director of Coaching will review parent feedback on all coaches at the conclusion of each competitive season.

Coaching Evaluation

Name of coach being evaluated: _____

Role of Coach: Head Coach | Co-Head Coach | Assistant

Please rate your level of agreement with the following statements about your child's coach: (1 being STRONGLY DISAGREE and 5 BEING STRONGLY AGREE)

The coach was organized and prepared for practices:

1 2 3 4 5

The practice sessions started and ended on time, had the appropriate amount of intensity, and had an element of fun:

1 2 3 4 5

The coach had open lines of communication:

1 2 3 4 5

The coach was unbiased and treated everyone on the team fairly:

1 2 3 4 5

The amount of discipline the coach used was appropriate for the situation:

1 2 3 4 5

The coach was well prepared for each match:

1 2 3 4 5

The coach fostered and demonstrated a spirit of sportsmanship, ethics, and integrity towards opponents, officials and parents at all times:

1 2 3 4 5

The coach demonstrated a thorough knowledge of soccer techniques and tactics, and was able to teach these skills to the players:

1 2 3 4 5

The coach balanced the desire to win, with the ability to keep sports in perspective; using the game of soccer to teach positive character traits and life lessons to young athletes:

1 2 3 4 5

My child's enjoyment of soccer has been enhanced by this coach:

1 2 3 4 5

Please include any comments to qualify further your evaluation of this coach

Appendix B: End of Season Family Survey

This short survey is designed to evaluate your experience with the Sartell Soccer Association competitive travel program. We are committed to offering exceptional soccer experiences. Your feedback is vital to our success. Thank you for your participation this season, we look forward to seeing you at the field again soon!

1. Please rate your satisfaction with Sartell Soccer Association as an organization in each area:

(1 being not at all satisfied, 3 being neutral or having no opinion, and 5 being highly satisfied)

- | | |
|---|-----------|
| • Approachability of Board Members | 1 2 3 4 5 |
| • Communication from the Club | 1 2 3 4 5 |
| • Customer Service & Responsiveness | 1 2 3 4 5 |
| • Knowledge of procedure/policy and rules | 1 2 3 4 5 |
| • Professionalism of Board Members and Club Staff | 1 2 3 4 5 |

2. Please rate your satisfaction with the Sartell Soccer Experience on the following (1 being the lowest/least satisfied, 3 being neutral, and 5 being the highest/most satisfied):

- | | |
|---|-----------|
| • Met Expectations (positive player experience) | 1 2 3 4 5 |
| • Provided Opportunities for Growth | 1 2 3 4 5 |
| • Ease of registration | 1 2 3 4 5 |
| • Winter training experience | 1 2 3 4 5 |
| • Playing facilities | 1 2 3 4 5 |
| • Practice time | 1 2 3 4 5 |
| • SSA Website | 1 2 3 4 5 |
| • Playmetrics | 1 2 3 4 5 |
| • Program fees | 1 2 3 4 5 |
| • Overall satisfaction | 1 2 3 4 5 |

5. How likely is it that your child would participate in this travel soccer for the fall 2023 Season (U13 and under ONLY)?

Will Play Fall / Very likely / Likely / Not likely / Will NOT play Fall

6. How likely is it that your child would participate in this travel soccer for the Spring 2024 Season?

Very likely / Likely / Not likely / Will NOT play in Spring 2024

7. Please list any highlights you may have experienced during the season:

8. Please list any changes or additions you would recommend for future Sartell Soccer Association seasons

Parents, To help us evaluate and improve the program please take a moment to complete this evaluation form regarding your and your child's experience with their coaches this season. You may complete a separate evaluation for each coach if your child's team had more than one coach.

Appendix C: End of Season Player Evaluation Criteria

All coaches will complete evaluation forms for each player on their team at the end of each season. The evaluation form used by Sartell Soccer Association can be found below. This form will be available electronically and on paper. Evaluations submitted to the club will be kept confidential. Coaches are encouraged to provide each player with feedback that will be useful in their future development.

U9-U12 Player Evaluation Criteria

THIS PLAYER EVALUATION FORM IS DESIGNED WITH CARE TO ENSURE YOUNG PLAYERS RECEIVE USEFUL FEEDBACK AND UNDERSTAND OPPORTUNITIES FOR IMPROVEMENT IN THEIR SOCCER SKILLS.

PLAYERS ARE EVALUATED IN FOUR MAIN CATEGORIES:

1. TECHNICAL - Evaluate the individual's technique and ball mastery.
2. TACTICAL - Evaluates the player's understanding of the principles of the game both individually and within the team.
3. PHYSICAL - Evaluates the player's physical abilities that impact his or her soccer performance.
4. PSYCHOLOGICAL (SOCIAL/EMOTIONAL) - Evaluates the player's mental and emotional capacities as it pertains to successful growth and performance.

COACH INSTRUCTIONS

Evaluate the player on each skill in a category using the following 1 to 3 scale

relative to his or her teammates: (1) BELOW TEAM STANDARD; (2) AT TEAM STANDARD; (3) ABOVE TEAM STANDARD

TECHNICAL

- DRIBBLING (ABILITY TO RUN WITH THE BALL)
- PASSING (ABILITY TO KICK THE BALL TO A TEAMMATE)
- BALL CONTROL (ABILITY TO KEEP POSSESSION OF THE BALL)
- SHOOTING (ABILITY TO KICK THE BALL ON A GOAL ATTEMPT)
- RECEIVING FIRST TOUCH (ABILITY TO MAINTAIN CONTROL OF BALL AT INITIAL CONTACT)

TACTICAL

- ATTACKING (ABILITY TO KEEP POSSESSION OF BALL MOVING DOWN FIELD TO CREATE SCORING CHANCES)
- DEFENDING (ABILITY TO PREVENT OTHER TEAM FROM SCORING)

PHYSICAL

- SPEED (ABILITY TO MOVE QUICKLY IN ALL ASPECTS OF GAME)
- STRENGTH (DEGREE OF POWER IN BODY MOVEMENTS)
- AGILITY (ABILITY TO MAKE SUDDEN MOVEMENTS)

PSYCHOLOGICAL (SOCIAL/EMOTIONAL)

- CONCENTRATION (ABILITY TO REMAIN FOCUSED AND AVOID DISTRACTIONS EVEN AFTER MAKING A MISTAKE)
- DECISION MAKING (ABILITY TO MAKE THE BEST DECISION QUICKLY DURING GAME ACTION)
- ATTITUDE (POSITIVE APPROACH TO PRACTICES AND GAMES; COACHABLE)
- TEAMWORK (PLAYS WELL WITH TEAMMATES)

- LEADERSHIP (SETS A GOOD EXAMPLE FOR OTHERS)

ADDITIONAL COMMENTS

U13+ Player Evaluation Criteria

THIS PLAYER EVALUATION Criteria IS DESIGNED TO PROVIDE FEEDBACK ON A PLAYER'S PERFORMANCE AND TO IDENTIFY OPPORTUNITIES FOR GROWTH THAT WILL HELP FURTHER THEIR SOCCER PROGRESSION.

PLAYERS ARE EVALUATED IN FOUR MAIN CATEGORIES:

1. TECHNICAL - Evaluates the individual's technique and ball mastery.
2. TACTICAL - Evaluates the player's understanding of the principles of the game both individually and within the team.
3. PHYSICAL - Evaluates the player's physical abilities that impact his or her soccer performance.
4. PSYCHOLOGICAL (SOCIAL/EMOTIONAL) - Evaluates the player's mental and emotional capacities as it pertains to successful growth and performance.

COACH INSTRUCTIONS

Evaluate the player on each skill in a category relative to his or her peers using the following 1 to 5 scale. Please provide as much detail as possible in the open-ended feedback portion of each section: (1) DOES NOT MEET EXPECTATIONS; (2) BELOW EXPECTATIONS; (3) MEETS EXPECTATIONS; (4) ABOVE EXPECTATIONS; (5) EXCEPTIONAL

Team Based Assessment

Overall Team Rank (the top player on a team would be ranked 1):

Primary Position: CENTER BACK | OUTSIDE BACK | CENTRAL MF | WING/FLANK MF | STRIKER | GK

Position Rank (ie, if the team has 5 defenders and the player is the 2nd best defender; their rank would be 2/5):

TECHNICAL

- DRIBBLING (ABILITY TO RUN WITH THE BALL WHILE PASSING DEFENDERS)
- BALL CONTROL (ABILITY TO KEEP POSSESSION OF THE BALL)
- SHOOTING (ABILITY TO KICK THE BALL ON A GOAL ATTEMPT)
- COMBINATION PLAY (ABILITY TO COMBINE AND QUICKLY PLAY SHORT PASSES)
- PASSING (ACCURACY AND PACE OF THE BALL WHEN PASSING THE BALL)
- HEADING (ABILITY TO USE THE HEAD TO DIRECT THE BALL)
- RECEIVING FIRST TOUCH (ABILITY TO MAINTAIN CONTROL OF BALL AT INITIAL CONTACT)
- BALL STRIKING (ABILITY TO ACCURATELY KICK THE BALL USING THE TOP OF THE FOOT/LACES)
- TIGHT SPACE CONTROL (ABILITY TO DRIBBLE UNDER PRESSURE)
- TACKLING (ABILITY TO ENGAGE OPPONENT AND TAKE THE BALL AWAY)
- SHIELDING (ABILITY TO USE THE BODY TO MAINTAIN POSSESSION OF THE BALL)

TACTICAL

- MOVEMENT OFF THE BALL (GAME CONTRIBUTION WHEN NOT IN POSSESSION OF BALL)
- MARKING (PREVENTING THE OPPOSING TEAM FROM TAKING CONTROL OF BALL)
- ATTACKING (MAINTAINING POSSESSION OF BALL MOVING DOWN FIELD TO CREATE SCORING CHANCES)
- TRANSITIONING (ABILITY TO SWITCH FROM OFFENSE TO DEFENSE AND BACK AGAIN)

- POSITIONING (ANTICIPATING WHERE TO BE ON THE PITCH BASED ON POSITION PLAYED)
- SWITCHING POINT OF ATTACK (SWITCHING QUICKLY TO OPPOSITE SIDE WHEN ONE SIDE IS BLOCKED DOWN THE PITCH)
- TURNING (CONTROLLING THE BALL WHILE TURNING DIRECTION)
- CROSSING (PICKING OUT A PLAYER IN THE GOAL BOX FOR A SCORING CHANCE)
- DECISION MAKING (ABILITY TO MAKE THE BEST DECISION QUICKLY DURING GAME ACTION) • GAME MANAGEMENT (ABILITY TO CHANGE TACTICS DURING GAME)

PHYSICAL

- SPEED (ABILITY TO MOVE QUICKLY IN ALL ASPECTS OF GAME)
- AGILITY (ABILITY TO MAKE SUDDEN MOVEMENTS)
- ENDURANCE (STAMINA)
- FLAIR (ABILITY TO MAKE MORE STYLIZED MOVEMENTS)

PSYCHOLOGICAL (SOCIAL/EMOTIONAL)

- CONCENTRATION (ABILITY TO REMAIN FOCUSED AND AVOID DISTRACTIONS EVEN AFTER MAKING A MISTAKE)
- ATTITUDE & COACHABILITY (POSITIVE APPROACH TO FEEDBACK AND LEARNING)
- TEAMWORK (PLAYS WELL WITH AND ENCOURAGES TEAMMATES)
- LEADERSHIP (SETS A POSITIVE EXAMPLE FOR OTHERS)
- COMPOSURE (ABILITY TO MATURELY HANDLE ADVERSITY AS WELL AS SUCCESS)
- COMMITMENT (WORKS TOWARD SET GOALS)

Appendix D: Safety, Reporting & Prohibited Conduct Policy

The Sartell Soccer Association (SSA) hereby adopts the Safety, Reporting & Prohibited Conduct Policies of the Minnesota Youth Soccer Association (MYSA), United State Youth Soccer (USYS) and the U.S. Center for SafeSport, as they are amended from time to time. In the event that those provisions conflict with the provisions outlined herein, the stricter/more onerous/safer provision shall prevail.

PART I: BACKGROUND CHECKS

All adults must pass a background check EVERY year. Background checks are valid on a calendar year basis (January 1 through December 31).

Minnesota State Law, Minnesota Youth Soccer Association (MYSA), and Sartell Soccer Association (SSA) Policy requires that all participants including member club officials, coaches, team managers, and administrators who are at least 18 years old must have an approved annual background check before they participate in an MYSA and SSA activity.

Merely completing a background check is not sufficient to meet the requirement to participate, the background check must be approved before any activity starts.

All adults must complete a background check on or after November 1 (the year prior to the calendar year participating) in order to be eligible for participation in the Spring or Fall season. Adults must pass the background check before participating in any activities.

MYSA Background Standards

An applicant will be eligible if the background check reveals:

- “No Records Found” (i.e. no convictions of a criminal nature)
- Traffic offenses only (i.e. speeding ticket | except as provided below)
- Petty Misdemeanors only (i.e. littering)

An applicant may be eligible if the background check reveals:

- A Misdemeanor conviction or pending case related to financial crimes
- A Misdemeanor conviction or pending case of Driving Under the Influence, Driving While Intoxicated or a similar offense.
- A Misdemeanor conviction or pending case of a non-serious nature, which for purposes herein shall specifically exclude crimes involving violence, crimes involving the use of weapons, crimes committed against a minor and crimes of a sexual nature
- In these cases, MYSA will investigate the offenses outlined above and render a determination as to the applicant’s eligibility. If an applicant is deemed ineligible, the applicant may appeal to MYSA.

An applicant will be ineligible (unable to participate in an MYSA activities) if the background check reveals:

- Any conviction or similar disposition (i.e. no contest or plea agreement, including a plea to a lesser offense) or a Gross Misdemeanor or Felony
- Any pending case involving charges for a Gross Misdemeanor or Felony

Part 2: SAFESPORT TRAINING

ALL ADULTS MUST COMPLETE THE SAFESPORT TRAINING every year.

SafeSport training is mandatory for every adult participant within MYSA and SSA, including coaches, managers and administrators. The training covers three topics: mandatory reporting, sexual misconduct awareness education, and emotional and physical misconduct.

All registered MYSA members receive the training free of charge through a link that is provided after completion of a background check. Adults should complete this training before beginning any sanctioned activity with their club.

SafeSport Training Cycle

- Year 1: SafeSport Trained Core Training
- Year 2: Refresher 1
- Year 3: Refresher 2
- Year 4: Refresher 3
- Year 5: Restart process with the SafeSport Trained Core Training

SafeSport Training for Parents and Caretakers

The U.S. Center for SafeSport also offers training and resources for parents and caretakers of athletes. Parents and caretakers are encouraged to use the resources to familiarize themselves with SafeSport's philosophy and policies.

Parent/Caretaker SafeSport training is available [HERE](#)

Parents/Caretakers can also check out US Soccer's Safe Soccer Framework [HERE](#)

History: In 2018, Congress passed The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017 (the SafeSport Act). The legislation is aimed at preventing and reporting child abuse in youth sports by expanding the categories of "mandatory reporters" and requiring organizations to provide enhanced training. MYSA and SSA require all of its adult members to complete the training and follow the reporting guidelines of SafeSport.

SafeSport Reporting

In addition to requiring training, the SafeSport Act also expands the definition of mandatory reporter to include any "adult who is authorized, by a national governing body, a member of the national governing body...to interact with a minor or amateur athlete at an amateur sports organization facility or at any event sanctioned by a national governing body, a member of a national governing body, or such an amateur sports organization." MYSA and SSA urges all adults to understand their reporting obligations outlined below.

Under the SafeSport Act, the reporting obligation is triggered when a mandatory reporter becomes aware of "facts that give reason to suspect" a child has suffered an incident of child abuse. Mandatory reporters should refrain from judging or evaluating the credibility of such allegations, and instead immediately report these incidents to law enforcement and to SafeSport. Failure to promptly (within 24 hours of becoming aware) report suspected child abuse to law enforcement may constitute a violation of federal law, state law and U.S. Soccer's SafeSport Policy. Click on the "report a concern" if you have suspicions that must be reported.

Visit SafeSport

[Report a concern](#)

Mandatory reporters are required to report a concern when given "facts that give reason to suspect" a child has suffered an incident of child abuse.

PART 3: CONCUSSION TRAINING

We require registered adults to complete concussion training every three years. While there are various online concussion trainings available, we endorse [CDC's HEADS UP training](#).

Parents and caretakers are also encouraged to complete the free trainings on the website as concussion consequences don't stay on the field.

Heading Rules

Per Rule XX, we have heading restrictions based on age groups.

- U11 and younger: prohibit ALL headers including in trainings and games
- 12U-14U: limit to 30 minutes per week in training. No more than 15-20 headers per player, per week in training. All headers in games are permitted.
- 15U and older: no restrictions

Report a Concern

CDC's Heads up

Information from the Center for Disease Control and Prevention to help you recognize, respond, and minimize the risk of concussions.

PART 4: PROHIBITED CONDUCT POLICY

Application

This Policy applies to:

- Members or license holders of the SSA,
- Employees, coaches, independent contractors, service providers, and board members of the SSA and the employees and board members of the SSA members,
- Anyone within the SSA governance or disciplinary jurisdiction, and
- All definitions in this policy are taken from the SafeSport Code for the U.S. Olympic and Paralympic Movement the ("SafeSport Code"), as may be amended from time to time. In the event of any conflict between this Policy and the SafeSport Code, the SafeSport Code will govern. The most recent SafeSport Code is always available at www.safesport.org.

Prohibited Conduct

Harassment

Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status. the SSA will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work performance, or safety, or that creates an intimidating, hostile, or offensive working environment.

Among the types of conduct prohibited by this policy are epithets, slurs, negative stereotyping or intimidating acts based on an individual's protected status and the circulation or posting of written or graphic materials that show hostility toward an individual because of his or her protected status.

Prohibited conduct can also include jokes, kidding, or teasing about another person's protected status. While harassing conduct is unlawful only if it affects tangible job benefits and/or interferes unreasonably with work performance and creates an abusive or hostile work environment, this Policy forbids harassing conduct even when it does not rise to the level of a violation of law.

Sexual Harassment

Sexual harassment deserves special mention. Unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is either explicitly or implicitly a term or condition of the individual's employment,
- submission to or rejection of such conduct by an individual serves as the basis for an employment decision affecting that individual, or
- such conduct has the purpose or effect of unreasonably interfering with an individual's work performance and creating an intimidating, hostile, or offensive working environment.
- Sexual harassment may involve individuals of the same or different gender. It may also occur between individuals of any employment status.
- Examples of conduct which may constitute sexual harassment and are prohibited by this Policy include, but are not limited to:
 - unnecessary touching, patting, hugging, pinching, or brushing against a person's body,
 - staring, ogling, leering, or whistling at a person,
 - continued or repeated verbal abuse of a sexual nature,
 - sexually explicit statements, sexual flirtations, advances, propositions, subtle pressure for sexual activity, comments, questions, jokes, or anecdotes,
 - graphic or degrading comments about a person's clothing, body or sexual activity,
 - sexually suggestive objects, cartoons, posters, calendars, or pictures in the workplace,
 - suggestive or obscene letters, notes or invitations,
 - harassing use of electronic mail, electronic or instant messaging, or telephone communication systems, or
 - other physical or verbal conduct of a sexual nature.

Racial, Religious, or National Origin Harassment

Racial, religious, or national origin harassment deserves special mention as well, and is expressly prohibited by the SSA. Racial, religious, or national origin harassment includes any verbal, written, or physical act in which race, religion, or national origin is used or implied in a manner which would make a reasonable person uncomfortable in the work environment or which would interfere with the person's ability to perform the job. Examples of race, religious or national origin harassment may include, but are not limited to:

- jokes, which include reference to race, religion, or national origin,
- the display or use of objects or pictures which adversely reflect on a person's race, religion, or national origin, or
- use of pejorative or demeaning language regarding a person's race, religion, or national origin.

Child Abuse, Including Child Sexual Abuse

Child abuse is prohibited. Child abuse is defined as the physical or mental injury, sexual abuse or exploitation, or negligent treatment of a child. Specifically, child sexual abuse includes sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception, or whether the child understands the sexual nature of the activity.

Sexual Misconduct and Power Imbalance

Sexual misconduct is prohibited. Sexual misconduct includes:

- Sexual Harassment as defined above in this policy,
- non-consensual touching of a sexual nature, however slight,
- watching, recording, or disseminating images of private sexual activity without the consent of all parties, and
- engaging in solicitation of prostitution or prostituting or trafficking another person.

Any sexual interaction between an athlete and an individual where there is a power imbalance is prohibited. A power imbalance exists when one person has evaluative, direct, or indirect authority over another. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative. This section does not apply to a pre-existing relationship between two spouses or life partners.

Emotional Misconduct

Emotional misconduct in all forms is prohibited. Emotional misconduct is a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to another person. Non-contact behaviors include verbal acts, physical acts, or acts that deny attention or support; or any act or conduct described as emotional abuse or misconduct under federal or state law (e.g., child abuse, child neglect). Emotional misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athletic performance.

Physical Misconduct

Physical misconduct in all forms is prohibited. Physical misconduct is defined as contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to another person; or any act or conduct described as physical abuse or misconduct under federal or state law (e.g., child abuse, child neglect, assault). Physical misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athletic performance. For example, hitting and punching are well-regulated forms of contact in combat sports but have no place in soccer.

Bullying

Intentional, persistent, and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation, or physical harm to socially exclude, diminish or isolate the targeted athlete(s), as a condition of membership are prohibited. Bullying does not include group or team behaviors that (a) are meant to establish normative team behaviors, or (b) promote team cohesion.

Hazing

Coercing, requiring, forcing, or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members are prohibited. Purported consent by the person subject to hazing is not a

defense, regardless of the person's willingness to cooperate or participate. Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion.

Retaliation

Retaliation against a person for reporting prohibited conduct or for participating in an investigation of a report of misconduct under this policy, is prohibited. Retaliation means any adverse action, or threat to take an adverse action including, but not limited to threatening, intimidating, harassing, coercing, or any other action or conduct with the potential effect of dissuading a reasonable person from reporting under this policy or participating in the investigation of a report.

Aiding and Abetting

- Aiding and abetting is prohibited. Aiding and abetting is defined as:
- knowingly assisting, in any way, the commission of prohibited conduct under this policy or

- allowing any person who has been suspended or ruled ineligible by the U.S. Center for SafeSport to participate, in any capacity, in the SSA's programs.

Abuse of Process

Abuse of process is prohibited. Abuse of process is defined as interfering with the SSA and/or U.S. Center for SafeSport's ("the Center's") process by:

- falsifying, misrepresenting, concealing, or destroying information,
- attempting to discourage a person's participation in the SSA
- publicly disclosing a claimant (or victim's) information,
- failing to comply with a temporary measure or other sanction,
- distributing or publicizing materials created or produced by the Center except as expressly permitted by the Center, or
- having another person complete any Center required training for them.

Misconduct Related to Reporting

Misconduct related to reporting is prohibited. Misconduct related to reporting is defined as:

- Failing to report allegations to the Center or to law enforcement and the SSA under the Safety and Reporting Policy or Prohibited Conduct Policy, or
- Filing a knowingly false allegation that someone engaged in prohibited conduct.

REPORTING OBLIGATIONS

Everyone covered by this policy as set forth under the Application section of this policy is required to report prohibited conduct. This section shall not be interpreted to require a victim of abuse to make a report.

1. Reporting to first Law Enforcement and the U.S. Center for SafeSport and afterwards, to SSA

- Any allegation of child abuse, as defined by Section 4 herein, including child sexual abuse, must be reported within 24 hours to:
 - Local law enforcement, any other agency as required by state law, and
 - The U.S. Center for SafeSport, at <https://uscenterforsafesport.org/report-a-concern/> or 833-587-7233.

2. Reporting to the U.S. Center for SafeSport

- The following allegations must be reported within 24 hours to the U.S. Center for SafeSport, at <https://uscenterforsafesport.org/report-a-concern/> or 833-587-7233:
 - Sexual misconduct as defined herein,
 - Retaliation as defined herein,
 - Aiding and abetting as defined herein, when it relates to the Center's process, and
 - Abuse of process as defined herein, when it relates to the Center's process.

3. Reporting to the SSA

- Following the reporting requirements above, a follow-up report must be made to the SSA above.
- All other allegations of conduct prohibited by this policy or the Code, as well as violations of SSA's Minor Athlete Abuse Prevention Policy ("MAAPP") must be reported to the SSA as soon as possible by contacting the SSA President and/or Director of Coaching.

ENFORCEMENT AND RESOLUTION

Any allegation of prohibited conduct reported herein shall be addressed by the governing bodies outlined hereinabove and the SSA, subject to the Minor Athlete Abuse Prevention Policy, Mandated Reporting Laws, and Grievance and Complaint Policy that is materially free of bias and conflicts of interest, and which includes the opportunity for review by a disinterested individual or group and a right to appeal a final decision subject to the terms set forth in U.S. Soccer Bylaw 704.

Appendix E: Minor Athlete Abuse Prevention Policy (MAAPP)

The Sartell Soccer Association hereby adopts the following MAAPP drafted by the US Center for Safe Sport, as it is amended from time to time.

PART I: EDUCATION & TRAINING POLICY

A. Mandatory Child Abuse Prevention Training for Adult Participants

1. Adult Participants Required to Complete Training
 - a. The following Adult Participants must complete the *SafeSport Trained Core* Course through the Center's online training:
 - i. Adult Participants who have regular contact with any amateur athlete(s) who is a minor;
 - ii. Adult Participants who have authority over any amateur athlete(s) who is a minor;
 - iii. Adult Participants who are an employee, contractor, or board member of the Sartell Soccer Association (SSA) or any of its members.
 - b. Adult Participants who are medical providers required to take training under Section (a) can take the Health Professionals Course in lieu of the *SafeSport Trained Core*.
2. Timing of Training: Adult Participants must complete this training:
 - a. Before regular contact with an amateur athlete who is a minor begins; or
 - b. Within the first 45 days of either initial membership or upon beginning a new role subjecting the adult to this policy, whichever comes first.
3. Refresher Training: The above listed Adult Participants must complete a refresher course every 12 months, beginning the calendar year after completing the *SafeSport Trained Core*. Every four years, Adult Participants will complete the *SafeSport Trained Core* training. Medical providers can take the Health Professionals Course in lieu of the *SafeSport Trained Core* and are required to take the refresher courses on an annual basis if they meet the criteria for A(1).

B. Minor Athlete Training Must Be Offered

1. The SSA, every 12 months, must offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.
2. The Center offers youth courses, located at safesporttrained.org, that meet this requirement.

C. Parent Training Must Be Offered

1. The SSA, every 12 months, must offer training to parents on the prevention and reporting of child abuse.
2. The Center offers a parent course, located at safesporttrained.org, that meets this requirement.

D. Optional Training

1. Adult Participants serving in a volunteer capacity who will **not** have regular contact with or authority over any amateur athlete(s) who is a minor, should take the Center's brief Volunteer Course (or *SafeSport Trained Core* Course) before engaging or interacting with any minor athlete(s).
2. The SSA may provide training in *addition to* the *SafeSport Trained Core* Course, although they cannot refer to this training as "SafeSport" training. **Training other than the SafeSport Trained Core Course or Refresher does not satisfy this policy.**
3. Parents of minor athletes are provided free online access to the Center's parent course and are encouraged to take the training.

E. Exemptions and Accommodations

The Center's online training courses contain information about various forms of abuse. The courses do not include graphic descriptions of abuse or show violent images or video. The content may be uncomfortable or trigger trauma for some participants.

1. Exemptions to the online training requirement may be requested by survivors of abuse and misconduct. Survivors of abuse can request an exemption by contacting The SSA, who may forward the request to U.S. Soccer, or can choose to contact the Center directly to request an exemption at exemptions@safesport.org. All exemptions granted by the Center or U.S. Soccer in this category are considered indefinite and do not need to be re-requested every year.
2. Exemptions to the online training requirement for reasons other than survivor of abuse and misconduct are limited to cognitive or physical disability or language barrier. Requests for these exemptions must be made by the individual to U.S. Soccer. U.S. Soccer will determine whether to grant the exemption. If U.S. Soccer grants the exemption, it will preserve documentation that the exemption was granted and for what duration.
3. The Center has several options available to assist individuals in completing the online training courses, including screen reader-compatible versions and course availability in several languages, including English, Spanish, French, Mandarin, Russian, German and Japanese. If none of the available options will fit the individual's needs, The SSA may determine whether to grant an exemption.

PART II: ORGANIZATIONAL REQUIREMENTS FOR EDUCATION & TRAINING AND PREVENTION POLICIES

The SSA must implement proactive policies designed to prevent abuse. These organizational requirements are described below.

A. Organizational Requirements for Education & Training

1. The SSA must track whether Adult Participants under the organization's jurisdiction complete the required training listed in Part I.
2. The SSA must, every 12 months, offer and, subject to parental consent, give training to minor athletes on the prevention and reporting of child abuse.
 - a. For training to minor athletes, SSA must track a description of the training and how the training was offered and provided to minor athletes.
3. The SSA must, every 12 months, offer training to parents on the prevention and reporting of child abuse.
 - a. For training to parents, The SSA must track a description of the training and how the training was offered and provided to parents.
 - b. The SSA is not required to track individual course completions of parents.

B. Required Prevention Policies and Implementation

1. The SSA must develop minor athlete abuse prevention policies that contain the mandatory components of the Center's model policies in Part III. These model policies cover:
 - a. Meetings
 - b. Individual training sessions
 - c. Therapeutic and Recovery Modalities and Manual Therapy
 - d. Locker rooms and changing areas
 - e. Electronic communications
 - f. Transportation
 - g. Lodging and Residential Environments
2. The SSA must implement these policies within its membership.
3. The SSA must implement these policies for all In-Program Contact.
 - a. At sanctioned events and facilities partially or fully under the SSA's jurisdiction, it must take steps to ensure the policies are implemented and followed.
 - b. For In-Program Contact that occurs outside SSA's sanctioned event or facilities, implementing these policies means:
 - i. Communicating the policies to individuals under the SSA's jurisdiction;
 - ii. Establishing a reporting mechanism for violations of the policies;
 - iii. Investigating and enforcing violations of the policies.
4. The SSA must have a reporting mechanism to accept reports that an Adult Participant is violating its minor athlete abuse prevention policies. The SSA must appropriately investigate and resolve any reports received, unless the violation is reported to the Center and it exercises jurisdiction over the report. This requirement is in addition to requirements to report abuse under the SafeSport Code.

PART III: REQUIRED POLICIES FOR ONE-ON-ONE INTERACTIONS

The SSA recognizes that youth-adult relationships can be healthy and valuable for development. Policies on one-on-one interactions protect children while allowing for these beneficial relationships. As child sexual abuse is often perpetrated in isolated, one-on-one situations, it is critical that organizations limit such interactions between youth and adults and implement programs that reduce the risk of sexual abuse.

All one on-one In-Program Contact between an Adult Participant and a Minor Athlete must be *observable and interruptible*, except in emergency circumstances or with a documented exception.

Sexual abuse often happens when children are alone with their abusers. This section provides policies for meetings to limit one-on-one interactions between children and adults, including mental health care professionals and licensed health care providers.

EXCEPTIONS:

There are certain relationships and situations in which one-on-one interactions may be allowed or necessary. This section identifies policy exceptions for close-in-age relationships, Personal Care Assistants, dual relationships, and emergencies.

The following exceptions are applicable within all Required Prevention Policies unless otherwise noted

A. Mandatory Components

1. A Close-in-Age Exception: The purpose of this exception is to allow for continued relationships among athletes on the same team. This exception allows for one-on-one In-Program Contact between an Adult Participant and a Minor Athlete if:
 - a. The Adult Participant has **no** authority over the Minor Athlete; and
 - b. The Adult Participant is not more than 4 years older (determined by birth date) than the Minor Athlete.

Note: This exception is different than the close-in-age exception in the [SafeSport Code](#) pertaining to misconduct.

2. Exceptions for Adult Participant Personal Care Assistants Working with a Minor Athlete This exception exists for Adult Participants who also assist a parasport athlete with activities of daily living and preparation for athletic participation. This exception allows for one-on-one In-Program Contact between an Adult Participant and a Minor Athlete if the following requirements are met.
 - a. the Minor Athlete's parent/guardian has provided written consent to the SSA for the Adult Participant Personal Care Assistant to work with the Minor Athlete; and
 - b. the Adult Participant Personal Care Assistant has complied with the Education & Training Policy; and
 - c. the Adult Participant Personal Care Assistant has complied with the SSA's screening policy.

Exceptions for Dual Relationships This exception allows for one-on-one In-Program Contact when the Adult Participant has a relationship with a Minor Athlete that is outside of the sport program. The exception requires written consent of the Minor Athlete's parent/guardian at least annually. The consent must identify for which Required Prevention Policies the parent/guardian is allowing the one-on-one In-Program Contact

3. Emergency Exception: This exception applies to all Required Prevention Policies for situations where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of "emergency." Adult Participants should document emergency situations in accordance with SSA protocols. The Center recommends parents take training on child abuse prevention before providing consent to the above exceptions. The Center offers a free Parent Course at safesporttrained.org.

MEETINGS

A. Mandatory Components

1. Observable and Interruptible Adult Participants must ensure that all In-Program meetings with Minor Athletes be observable and interruptible unless an exception exists, as noted in the “exceptions” section of this policy.
2. Meetings with licensed mental health care professionals and health care providers (other than athletic trainers - Athletic trainers who are covered under these policies must follow the “Manual Therapy and therapeutic and Recovery Modalities” policy.) If a licensed mental health care professional, licensed health care provider, or a student under the supervision of a licensed mental health care professional or licensed health care provider, meets one-on-one with a Minor Athlete at a sanctioned event or a facility, which is partially or fully under the Organization’s jurisdiction, the meeting must be observable and interruptible except:
 - a. If the door remains unlocked; and
 - b. Another adult is present at the facility and notified that a meeting is occurring, although the Minor Athlete’s identity needs not be disclosed; and
 - c. The SSA is notified that the provider will be meeting with a Minor Athlete; and
 - d. The provider obtains consent consistent with applicable laws and ethical standards, which can be withdrawn at any time.

B. Recommended Components

1. Parent Training Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to have a meeting or training session with an Adult Participant subject to these policies.

INDIVIDUAL TRAINING SESSIONS

Some abusers will single out athletes for special one-on-one instruction. This kind of isolation provides opportunities for abuse to occur. This section establishes rules for individual training sessions to protect youth athletes from uncomfortable or unsafe situations.

A. Mandatory Components

1. Observable and Interruptible Adult Participants must ensure all In-Program individual training sessions with a Minor Athlete be observable and interruptible unless an exception exists, as noted in the “exceptions” section of this policy.
2. Consent The Adult Participant providing the individual training session must receive advance, written consent from the Minor Athlete’s parent/guardian at least annually, which can be withdrawn at any time; and
3. Parent Observation Parents/guardians must be allowed to observe the individual training session.

B. Recommended Components

1. Monitoring If a permitted meeting or training session takes place between an Adult Participant(s) and a Minor Athlete(s) at a facility partially or fully under The SSA jurisdiction, another Adult Participant will monitor each meeting or training session. Monitoring includes reviewing the parent/guardian consent form, knowing that the meeting or training session is occurring, knowing the approximate planned duration of the meeting or training session, and dropping in on the meeting or training session.
2. Parent Training Parents/guardians receive the U.S. Center for SafeSport’s education and training on child abuse prevention before providing consent for their Minor Athlete to have a meeting or training session with an Adult Participant subject to these policies.

MANUAL THERAPY AND THERAPUTIC AND RECOVER MODALITIES

Many athletes require therapies to prevent or treat injuries. However, these treatment sessions can place children in vulnerable positions, especially if they involve physical contact with adults. This section establishes standards for therapeutic and recovery modalities and manual therapy to reduce the risk of inappropriate contact between youth and adults.

*Manual therapy and therapeutic and recovery modalities can be different for each sport. They can include, but are not limited to: first aid, massage, taping, cupping, stretching, cryotherapy, neuromuscular stimulations, electrical stimulation, or other modalities within the scope of a Healthcare Provider's credentials

A. Mandatory Components

1. Manual Therapy and therapeutic and Recovery Modalities and Requirements All In-Program manual therapy and therapeutic and recovery modalities of a Minor Athlete must:
 - a. Be observable and interruptible; and
 - b. Have another Adult Participant physically present for the modality or manual therapy; and
 - c. Have documented consent as explained in subsection (2) below; and
 - d. Be performed with the Minor Athlete fully or partially clothed, ensuring that the breasts, buttocks, groin, or genitals are always covered; and
 - e. Allow parents/guardians in the room as an observer, except for competition or training venues that limit credentialing; and
 - f. The provider must narrate the steps in the modality before taking them, seeking assent of the Minor Athlete throughout the process.
2. Consent
 - a. Providers of manual therapy, therapeutic modalities, or recovery modalities, or the SSA, when applicable, must obtain consent at least annually from Minor Athletes' parents/guardians before providing any manual therapy, therapeutic modalities, or recovery modalities.
 - b. Minor Athletes or their parents/guardians can withdraw consent at any time.

*Note: Only the emergency exception applies within this policy.

B. Recommended components

1. Parent Training: Parents/guardians receive the U.S. Center for SafeSport education and training on child abuse prevention before providing consent for their Minor Athlete to receive a manual therapy, therapeutic modality, or recovery modality.
2. When possible, techniques should be used to reduce physical touch of Minor Athletes.
3. When possible, techniques should be used to reduce physical touch of Minor Athletes.
4. Only licensed providers should administer manual therapy, therapeutic modalities, or recovery modalities.
5. Coaches, regardless of whether they are licensed massage therapists, should not massage Minor-Athletes.

LOCKER ROOMS AND CHANGING AREAS

Young athletes may be especially vulnerable to abuse in changing areas where they are undressing and possibly showering. Appropriate monitoring is necessary in these areas to prevent abuse and other inappropriate conduct. This section outlines policies for locker rooms and changing areas to ensure privacy and safety.

A. Mandatory Components

1. Observable and Interruptible Adult Participants must ensure that all one-on-one In-Program Contact with Minor Athlete(s) in a locker room, changing area, or similar space where Minor Athlete(s) are present is observable and interruptible unless an exception exists, as noted in the "exceptions" section of this policy.
2. Conduct in Locker Rooms, Changing Areas, and Similar Spaces
 - a. No Adult Participant or Minor Athlete can use the photographic or recording capabilities of any device in locker rooms, changing areas, or any other area designated as a place for changing clothes or undressing.
 - b. Adult Participants must not remove their clothes or behave in a manner that intentionally or recklessly exposes their breasts, buttocks, groins, or genitals to a Minor Athlete.
 - c. Adult Participants must not shower with Minor Athletes unless:
 - i. The Adult Participant meets the Close-in-Age Exception; or
 - ii. The shower is part of a pre- or post-activity rinse while wearing swimwear.
 - d. Parents/guardians may request in writing that their Minor Athlete(s) not change or shower with Adult Participant(s) during In-Program Contact. The SSA and the Adult Participant(s) must abide by this request.
3. Media and Championship Celebrations in Locker Rooms The SSA may permit recording or photography in locker rooms for the purpose of highlighting a sport or athletic accomplishment if:
 - a. Parent/legal guardian consent has been obtained; and

- b. The SSA approves the specific instance of recording or photography; and
 - c. Two or more Adult Participants are present; and
 - d. Everyone is fully clothed.
4. Personal Care Assistants Adult Participant Personal Care Assistants are permitted to be with and assist Minor Athlete(s) in locker rooms, changing areas, and similar spaces where other Minor Athletes are present, if they meet the requirements in subsection (2)(a-c) above.
 5. Availability and Monitoring of Locker Rooms, Changing Areas, and Similar Spaces
 - a. The SSA must provide a private or semi-private place for Minor Athletes that need to change clothes or undress at sanctioned events or facilities partially or fully under the [ORGANIZATION'S] jurisdiction.
 - b. The SSA must monitor the use of locker rooms, changing areas, and similar spaces to ensure compliance with these policies at sanctioned events or facilities partially or fully under the [ORGANIZATION'S] jurisdiction.

ELECTRONIC COMMUNICATIONS

Technology has made it easier for teams to communicate and share information. Unfortunately, it also makes it easier for abusers to contact children without supervision or share inappropriate images and video. This section sets standards for appropriate electronic communications between youth and adults.

*Electronic communications include, but are not limited to: phone calls, videoconferencing, video coaching, texting, and social media.

A. Mandatory Components

1. Open and Transparent
 - a. All one-on-one electronic communications between an Adult Participant and a Minor Athlete must be Open and Transparent unless an exception exists, as noted in the "exceptions" section of this policy.
 - b. Open and Transparent means that the Adult Participant copies or includes the Minor Athlete's parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant.
 - If a Minor Athlete communicates with the Adult Participant first, the Adult Participant must follow this policy if the Adult Participant responds.
 - c. Only platforms that allow for Open and Transparent communication may be used to communicate with Minor Athletes.
2. Team Communication

When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes on the team, the Adult Participant must copy or include another Adult Participant, the Minor Athletes' parents/guardians, or another adult family member
3. Content

All electronic communication originating from an Adult Participant(s) to a Minor Athlete(s) must be professional in nature unless an exception in (1)(a) exists.
4. Requests to Discontinue

Parents/guardians may request in writing that the Organization or an Adult Participant subject to this policy not contact their Minor Athlete outside the assigned game/practice notification app or designated email provided upon registration. The Organization and the Adult Participant must abide by any request to discontinue, absent emergency circumstances.

B. Recommended components

1. Social Media Connections

Adult Participants, except those with a Dual Relationship or who meet the Close-in-Age Exception, are not permitted to maintain private social media connections with Minor Athletes and should discontinue existing social media connections with Minor Athletes.

TRANSPORTATION

Athletes are often carpooling or traveling without the supervision of their parent/guardian to practices and competitions. This can place them in vulnerable positions where they are susceptible to abuse. This section establishes policies for adults transporting children to or from sport activities.

A. Mandatory Components

1. Transportation

- a. An Adult Participant must ensure that all In-Program contact during Transportation is Observable and Interruptible unless an exception exists, as noted in the “exceptions” section of this policy; or
 - i. The Adult Participant has advance, written consent to transport the Minor Athlete one-on-one obtained at least annually from the Minor Athlete’s parent/guardian.
- b. An Adult Participant meets the In-Program transportation requirements if the Adult Participant is accompanied by another Adult Participant or at least two minors who are at least 8 years of age.
- c. Written consent from a Minor Athlete’s parent/guardian is required for all transportation arranged and funded by the SSA at least annually.
- d. Minor Athlete(s) or their parent/guardian can withdraw consent at any time.

LODGING AND RESIDENTIAL ENVIRONMENTS

Youth athletes traveling overnight face greater risk of sexual abuse if they are traveling without their parent/guardian. Abusers can take advantage of the situation by trying to have unsupervised time alone with children. This section sets rules for sleeping arrangements and room monitoring to protect athletes during overnight travel.

A. Mandatory Components

1. **Hotel Rooms and Other Sleeping Arrangements** Lodging arrangements covered under this policy include, but are not limited to, hotel stays, rentals (i.e., Airbnb, VRBO, HomeToGo, etc.), and long-term residential environments, including lodging at training sites and billeting.
 - a. All In-Program Contact at a hotel or lodging site between an Adult Participant and a Minor Athlete must be observable and interruptible, and an Adult Participant cannot share a hotel room or otherwise sleep in the same room with a Minor Athlete(s) unless an exception exists, as noted in the “exceptions” section of this policy and the Minor Athlete’s parent/guardian has provided the SSA or Adult Participant with advance, written consent for each specific lodging arrangement.
 - b. Written consent from a Minor Athlete’s parent/guardian must be obtained for all In-Program lodging at least annually. Consent may be withdrawn at any time.
2. **Monitoring or Room Checks During In-Program Travel** If the SSA or team performs room checks during In-Program lodging, the one-on-one interaction policy must be followed and at least two adults must be present for the room checks.
3. **Additional Requirements for Lodging Authorized or Funded by the SSA**
 - a. Adult Participants that travel overnight with Minor Athlete(s) are assumed to have Authority over Minor Athlete(s) and thus must comply with the Center’s Education & Training Policy, unless the Adult Participant meets the Close-in-age Exception.

PART IV: ADDITIONAL POLICIES FOR KEEPING YOUNG ATHLETES SAFE

- A. Out-of-Program Contact** Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, should not have out-of-program contact with Minor Athlete(s) without legal/parent guardian consent, even if the out-of-program contact is not one-on-one.
- B. Gifting**
 1. Adult Participants, who do not meet the Close-in-Age Exception nor have a Dual Relationship with a Minor Athlete, should not give personal gifts to Minor Athlete(s).
 2. Gifts that are equally distributed to all athletes and serve a motivational or education purpose are permitted.
- C. Photography/Video**
 1. Photographs or videos of athletes may only be taken in public view and must observe generally accepted standards of decency.

2. Photo Release: All athletes agree to a photo release upon registration in SSA programming. If there are extenuating circumstances that require the removal of the agreed upon photo release, please contact the SSA Board President.

TERMINOLOGY

Adult Participant: Any adult (18 years of age or older) who is:

- a. A member or license holder of the SSA or its members;
- b. An employee, contractor, or board member of an the SSA or its members;
- c. Within the governance or disciplinary jurisdiction of the SSA OR its members;
- d. Authorized, approved, or appointed by the SSA or its members to have regular contact with or authority over Minor Athletes.

*This may include volunteers, medical staff, trainers, chaperones, monitors, contract personnel, bus/van drivers, officials, adult athletes, staff, board members, and any other individual who meets the Adult Participant definition

Amateur Athlete or Athlete: An athlete who meets the eligibility standards established by the National Governing Body for the sport in which the athlete competes.

Authority: When one person's position over another person is such that, based on the totality of the circumstances, they have the power or right to direct, control, give orders to, or make decisions for that person. Also see the [Power Imbalance definition in the SafeSport Code](#). *NOTE: NGBs and the USOPC must submit/include categories of members/individuals that fall under the definition including specific volunteer designations.*

Close-in-Age Exception: An exception applicable to certain policies when an Adult Participant does not have authority over a Minor Athlete *and* is not more than four years older, determined by birth date, than the Minor Athlete (e.g., a 19-year-old and a 16-year-old). Note: this exception *only* applies within the prevention policies and *not* regarding conduct defined in the SafeSport Code.

Dual Relationships: An exception applicable to certain policies when an Adult Participant has a relationship with a Minor Athlete outside of the sport program and the Minor Athlete's parent/guardian has provided written consent at least annually authorizing the exception.

Emergency Exception: This exception applies to all Required Prevention Policies for situations where an Adult Participant must violate requirement(s) of the MAAPP due to an emergency. Adult Participants must carefully consider whether specific circumstances meet the threshold of "emergency." Adult Participants should document emergency situations in accordance with U.S. Soccer's protocols.

In-Program Contact: Any contact (including communications, interactions, or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport.

Examples of In-Program Contact include, but are not limited to: competition, practices, camps/clinics, training/instructional sessions, pre/post game meals or outings, team travel, review of game film, team- or sport-related relationship building activities, celebrations, award ceremonies, banquets, team- or sport-related fundraising or community service, sport education, or competition site visits.

Local Affiliated Organization (LAO): A regional, state, or local club or organization that is directly affiliated with an NGB or that is affiliated with an NGB by its direct affiliation with a regional or state affiliate of said NGB. LAO does not include a regional, state, or local club or organization that is only a member of a National Member Organization of an NGB.

Minor Athlete: An Amateur Athlete under 18 years of age who participates in, or participated within the previous 12 months in, an event, program, activity, or competition that is part of, or partially or fully under the jurisdiction of the SSA.

*This term shall also include any minor who participates in, or participated within the previous 12 months in, a non-athlete role partially or fully under the jurisdiction of an NGB, USOPC, or LAO. Examples include, but are not limited to: officials, coaches, or volunteers.

Partial or Full Jurisdiction: Includes any sanctioned event (including all travel and lodging in connection with the event) by the SSA or any facility that the SSA owns, leases, or rents for practice, training or competition.

National Governing Body (NGB): A U.S. Olympic National Governing Body or Pan American Sport Organization recognized by the U.S. Olympic & Paralympic Committee pursuant to the Ted Stevens Olympic and Amateur Sports Act, 36 U.S.C. §§ 220501, et seq. This definition shall also apply to the USOPC, or other sports entity approved by the USOPC, when they have assumed responsibility for the management or governance of a sport included on the program of the Olympic, Paralympic, or Pan-American Games.

Adult Participant Personal Care Assistant: An Adult Participant who assists a para sport athlete requiring help with activities of daily living (ADL) and preparation for athletic participation. This support can be provided by a Guide for Blind or visually impaired athletes or can include assistance with transfer, dressing, showering, medication administration, and toileting. Personal Care Assistants are different for every athlete and should be individualized to fit their specific needs. When assisting a Minor Athlete, Adult Participant PCAs must be authorized by the athlete's parent/guardian.

Regular Contact: Ongoing interactions during a 12-month period wherein an Adult Participant is in a role of direct and active engagement with any amateur athlete(s) who is a minor. *NOTE: NGBs and the USOPC must submit/include categories of members/individuals that fall under the definition including specific volunteer designations.*

Residential Environment: A place in which participants live or stay temporarily. Residential environments include, but are not limited to, onsite housing at training facilities, billeting, hotel stays, or rentals (i.e., Airbnb, VRBO, HomeToGo, etc.).

Billeting: A residential environment facilitated by an Adult Participant, the SSA, or sanctioned event staff in which a Minor Athlete is temporarily housed in a private home with an adult or family who is not related to or known by the Minor Athlete. This lodging arrangement is in conjunction with an activity related to sport.

U.S. Olympic & Paralympic Committee (USOPC): A federally chartered nonprofit corporation that serves as the National Olympic Committee and National Paralympic Committee for the United States.

Appendix F: Grievance & Complaint Policy

The Sartell Soccer Association (SSA) includes children, parents, coaches, team staff, contractors, board members and other individuals who serve the club and/or participate in programs or travel soccer teams. The SSA community has historically achieved success in the resolution of disputes by the parents, players and coaches without the intervention of the SSA board members. The SSA Board encourages the resolution of issues (conflicts, grievances and discipline) to occur within each team. It is important to remember that the SSA is an organization staffed with volunteers from the community who have made an extraordinary commitment for the benefit of the children in our community. Without these volunteers the SSA would not be possible. Most of the volunteers, including board members, are parents/caretakers themselves. It is assumed that when an individual steps forward to volunteer their time, that they have the best interest of the club in mind. It is also assumed that because the SSA is so heavily driven by volunteers, that a certain level of "human error" will be inherently tolerated by all SSA members.

We expect that if individuals have questions or concerns with SSA processes that they first address them directly with the coach if possible, or if not possible, the Director of Coaching (DOC) and/or the Age-Level Contact (see SSA website <Travel < Age-Level Board Contacts). If the individual and DOC or Age-Level Contact cannot resolve the issue(s), the individual can reach out to the SSA President to discuss filing a formal grievance relating to administrative matters, including but not limited to: policies, procedures, registration requirements, membership duties, board decisions, etc... The following outlines SSA's policies and procedures relating to the reporting and handling of grievances:

A. DESCRIPTION OF GRIEVANCE:

Grievances most often concern an incident that occurs during a game or practice. A grievance may include inappropriate behavior by a coach, player, parent or other individual affiliated with or attending an SSA event. Concerns relating to coaching style are often answered by speaking directly with the coach in a nonjudgmental and respectful manner.

*Please note that mandatory reporting related to abuse is covered in the Minor Athlete Abuse Prevention Policy and must follow all required state and federal laws. This policy is meant to address grievances and complaints that fall outside of mandatory reporting requirements and laws.

B. GRIEVANCE PROTOCOL:

The SSA encourages parents not to approach coaches immediately after a game. It is well recognized in youth sports that a "cooling off" period is in everyone's best interest after a game has ended. These types of grievances may be presented only after a 24-hour cooling off period except where mandated reporting policies apply. The objective of this cooling off period is to deter any person from acting in haste and enables the person or persons filing the grievance the opportunity to rethink and review the circumstances and details of the grievance before final submission to the SSA. Patience, understanding and respect go a long way in cultivating a productive and positive relationship between players, coaches and parents.

C. GRIEVANCE PROCEDURES:

- Step 1: Report the grievance directly to the head coach or team manager after the appropriate 24 hour cooling off period except where mandated reporting policies apply. Remember that most coaches are volunteers with busy lives. The vast majority of complaints can be resolved by simply expressing them. This can be done, in person, via phone, or email. If this fails to resolve the issue, or if you are uncomfortable reporting directly to the head coach or team manager, then proceed to Step 2.
- Step 2: Report the grievance to the Director of Coaching and/or the Age-Level Contact. This can be accomplished in person, via phone, or email. If this fails to resolve the issue, or is not feasible, then proceed to Step 3.
- Step 3: If necessary, and/or if you are uncomfortable with reporting to the contacts outlined in Steps 1 and 2, contact the President of the SSA who will bring the issue to the SSA Board of Directors (BOD) to address the issue if discussion with the President does not resolve the issue. This requires putting a formal grievance complaint in writing that includes the date, time and location and a summary of the incident/issue, including noting others who may have witnessed the incident/issue where applicable. Please note that the formal grievance may also be shared with all involved where necessary to the review and investigation of the grievance. The coach or coaches involved may be asked to respond to the issues. The SSA BOD will pass final judgment on the case and determine what action will be taken. All decisions made by the SSA BOD are final.

D. DISPUTE RESOLUTION:

In order to resolve disputes, the SSA BOD may conduct investigations as deemed appropriate to resolve the issue(s) involving its players, coaches, volunteers, staff, contractors, parents and officials (or others). Investigations may include and without limitation, convening meetings involving the parties indicated by the grievance and any other interested parties. The SSA BOD may interview other players, parents or SSA members that may have witnessed the grievance. The SSA BOD reserves the right to take any action it may deem appropriate in response to the grievance including and without limitation, suspending or expelling players, coaches, parents or others from future SSA events. The President may bring disputes or concerns requiring immediate action to the Evaluation & Review Committee or, if members are unavailable, an emergency review committee made up of board members may be established. This committee will make an interim decision that can be enacted until a full board review can take place.

E. CONFLICT OF INTEREST:

In cases where there may be a conflict of interest for an SSA board member, said board member will recuse himself/herself from the grievance procedures. Board members, however, may be interviewed as part of the investigation.

F. CONFIDENTIALITY:

The SSA recognizes the sensitive nature of certain grievances and will take all reasonable steps to ensure that the information reported and gathered through the investigation be kept confidential and only shared with those individuals necessary to resolve the grievance.

G. MINNESOTA YOUTH SOCCER ASSOCIATION INFORMATION:

The SSA is a member of the Minnesota Youth Soccer Association (MYSA). MYSA Complaints & Appeals Information can be found at: <https://www.mnyouthsoccer.org/complaints-and-appeals/>

Appendix G: Severity of Misconduct Matrix



U.S. Soccer - Severity of Verbal, Physical, or Sexual Misconduct Matrices

Updated August 2024

Overview

- Misconduct matrices are to be used as a guide and framework for categorizing misconduct and determining next steps and appropriate discipline
- Matrices act as a sliding scale, rather than definitive categories of misconduct; when in doubt, err on the side of caution and escalate to the higher tier
- Misconduct matrices are not explicit penal codes
- Matrices provide a non-exhaustive list of examples of misconduct; instances of abuse may exist that are not detailed in these matrices
- For any discipline resulting in a temporary suspension or a permanent expulsion of an individual's ability to participate in soccer, a formal appeals process must be offered
- Context and details surrounding instances of misconduct are important and may aggravate or mitigate severity of incident; therefore, the disciplining body should review aggravating and mitigating factors for proper assessment and response
- When possible, all organizations should strive to document reports of misconduct and their resulting response
- For the purposes of these matrices, any reference to the Member Organization extends to its associated clubs and leagues

Aggravating or compounding factors that may result in a higher tier of misconduct or more significant discipline

- The victim is a minor
- The victim is in a vulnerable group
- The perpetrator has a history of prior misconduct
- The misconduct was repeated, or there were multiple instances of misconduct
- There were multiple victims of the offending perpetrator
- The harm caused by the misconduct was exceptionally severe (e.g., needing medical attention)
- The perpetrator used excessive force, violence, or aggression
- The misconduct included persistent harassment or grooming
- The likelihood or potential for repeated misconduct is high
- The perpetrator was in a position of power
- The perpetrator used manipulation or coercion to exploit the victim
- The act of abuse was filmed or documented by the perpetrator
- Details regarding the abuse were disseminated to a broader audience

Mitigating factors that may result in a lower tier of misconduct or less significant discipline

- The misconduct was an accident, unintentional, or committed in error
- The perpetrator has self-reported the misconduct and willingly accepted discipline and rehabilitation
- The perpetrator was responding to an emergency situation

Verbal Misconduct Matrix

VERBAL	Tier 1	Tier 2	Tier 3
Misconduct Examples <i>Non-exhaustive</i>	- Minor and brief incident of targeted yelling that is not providing constructive criticism or encouragement - Instance of targeted blaming - Instance of targeted humiliating	- Consistent berating - Multiple instances of targeted yelling / singling out an individual - Verbal manipulation to control individual's actions	- Consistent verbal harassment as detailed in Tier-2, spanning the duration of a season, multiple seasons, or years - Frequent threats of severe physical or sexual abuse that
	Instance of condescension	- Verbal threats of physical abuse resulting in consistent fear - Abusive, derogatory language - Threats of retaliation for reporting misconduct - Discrimination on the basis of race, color, religion, national origin, disability, sex, and sexual orientation	Overt and frequent discrimination on the basis of race, color, religion, national origin, disability, sex, and sexual orientation
Reporting	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to member organization	<u>Victim is an adult:</u> - Report to member organization - Report to the Center <u>Victim is a minor:</u> - Report to member organization - Evaluate whether allegations require a report to law enforcement or Center for SafeSport (child abuse) - Report retaliation to the Center for SafeSport	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to law enforcement and any other state agency as required by state law
Jurisdiction & Response	- Member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- Member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- For minors, Center for SafeSport <u>may</u> exercise jurisdiction, but it is likely to be pushed back to member organization for investigation - For adults, member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team
Suggested Discipline	Reprimand, review, and educate	- Probation / Temporary suspension - Temporary removal of Safe Soccer Clearance	- Expulsion - Permanent removal of Safe Soccer Clearance

Physical Misconduct Matrix

PHYSICAL	Tier 1	Tier 2	Tier 3
Misconduct Examples <i>Non-exhaustive</i>	- Singular incident of unwarranted physical touch not explicitly sexual in nature (e.g., grabbing an arm) - Single instance of physical intimidation using actions or gestures to elicit fear - Single instance of destruction of property not directed at a person (e.g., throwing or kicking equipment)	- Frequent instances of destruction of property not directed at a person (e.g., throwing or kicking equipment) - Instance of destruction of property directed at a person (e.g., throwing equipment at a player) - Preventing victim from calling for help - Prescribed dieting or other weight-control methods - Encouraging a player to return to play prematurely from injury - Isolating a player - Forcing an athlete to assume a painful stance or position for no athletic purpose	- Battery - Any physical assault of a minor - Physical assault resulting in hospital visit - Any display or threat of use of a weapon for physical harm - Overt child neglect - Consistent and intentional withholding of adequate hydration, nutrition, medical attention, or sleep - Encouraging of forcing doping
Reporting	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to member organization	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to law enforcement/other agencies as required by state law	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to law enforcement/other agencies as required by state law
Jurisdiction & Response	- Member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- For minors, Center for SafeSport <u>may</u> exercise jurisdiction, but it is likely to be pushed back to member organization for investigation - For adults, member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- For minors, Center for SafeSport <u>may</u> exercise jurisdiction, but it is likely to be pushed back to member organization for investigation - For adults, member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team
Suggested Discipline	Reprimand, review, and educate	- Probation / Temporary suspension - Temporary removal of Safe Soccer Clearance	- Expulsion - Permanent removal of Safe Soccer Clearance

Sexual Misconduct Matrix

SEXUAL	Tier 1	Tier 2	Tier 3
Misconduct Examples <i>Non-exhaustive</i>	- Singular sexual innuendo, remark, joke, question - Viewing or engaging in a sexual behavior without attempts to shield others	- Repeated sexual innuendos, remarks, jokes, questions - Any type of communication that is sexual in nature, but not including indecent exposure - Repeated unsolicited contact - Unsolicited visits to player's home, business, class, etc.	- Forcible sexual offense - Rape (including statutory rape) - Indecent exposure - Fondling of private areas such as breasts, groin, genitals or buttocks - Masturbating in front of the victim, or asking to watch while victim masturbates - Non-consensual sharing of sexual activity or nudity - Collecting, viewing, or distributing child pornography - Any instance of offering to trade a benefit for a sexual behavior - Knowingly exposing another individual to a STD - Prostituting another person
Reporting	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team	<u>Victim is an adult:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to local law enforcement/other agencies as required by state law	<u>Victim is an adult:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to law enforcement/other agencies as required by state law
Jurisdiction & Response	- For minors, Center for SafeSport exercises jurisdiction and investigates - For adults, member organization is responsible for investigating the report and determining adequate discipline - Center to communicate status of investigation to minor victims - Member organization communicates status of investigation to adult victims - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- Center for SafeSport exercises jurisdiction and investigates - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld during and after Center investigation - Center to communicate status of investigation to victim	- Center for SafeSport exercises jurisdiction and investigates - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld during and after Center investigation - Center to communicate status of investigation to victim
Suggested Discipline	Reprimand, review, and educate	- Probation / Temporary suspension - Temporary removal of Safe Soccer Clearance	- Expulsion - Permanent removal of Safe Soccer Clearance

Other Misconduct Matrix

OTHER	Tier 1	Tier 2	Tier 3
Misconduct Examples <i>Non-exhaustive</i>	- Consistent pattern of unexpected tardiness or absence to practice, matches, or team-sanctioned events - Singular instance of a legal adult being under the influence during a team event and in the presence of minors - Instance of unwarranted retaliation whereas the punishment is not abusive in nature (e.g., cutting playing time)	- Misdemeanor criminal offenses not resulting in jail time - Possession of legal drugs not prescribed by a physician - Failure to complete proper Safe Soccer education - Refusal to complete appropriate background screening - Multiple instances of alcohol abuse - Withholding or impeding in the medical care and safety of a player - Making intentionally false or inaccurate statements in a misconduct investigation or inquiry in an attempt to cover-up an incident - Providing alcohol to a player under the legal drinking age (if player is under 21, this should be reported to the Center)	- Felony criminal offenses - Exposing players to dangerous materials such as illegal weapons, hard drugs, or chemicals - Exposing players to gang activity - Providing or forcing use of illegal or non-prescribed drugs - Forcing alcohol consumption
Reporting	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to member organization	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to member organization	<u>Victim is an adult:</u> - Report to member organization <u>Victim is a minor:</u> - Report to Center for SafeSport - Report to U.S. Soccer's Safeguarding Team - Report to law enforcement/other agencies as required by state law
Jurisdiction & Response	- Member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- Member organization is responsible for investigating the report and determining adequate discipline in a timely fashion - Member organization communicates status of investigation to victim - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team	- For minors, Center for SafeSport exercises jurisdiction and investigates - In parallel, U.S. Soccer will take the steps deemed necessary to ensure player safety is upheld - For adults, member organization is responsible for investigating the report and determining adequate discipline - Center to communicate status of investigation to minor victims - Member organization communicates status of investigation to adult victims - When discipline affects a Safe Soccer Clearance, U.S. Soccer is notified of resulting decision via member submission to U.S. Soccer's Safeguarding Team
Suggested Discipline	Reprimand, review, and educate	- Probation / Temporary suspension - Temporary removal of Safe Soccer Clearance	- Expulsion - Permanent removal of Safe Soccer Clearance