



## US Squash Athlete Safety Procedures

### Overview

The US Squash Athlete Safety Procedures for Event Organizers outlines what steps event organizers must take to pre-authorize event access for all registered participants and event personnel. This document will be emailed to the relevant event organizer upon approval of each accredited event.

It is the responsibility of each US Squash event organizer and host facility to monitor and enforce the requirements set forth in these procedures.

The following requirements should be adhered to at all accredited US Squash events including junior Bronze, Silver, Gold, JCT, National and International tournaments.

US Squash and/or the U.S. Center for SafeSport may audit any US Squash accredited event at any time to verify compliance either in person or through a request for compliance information.

### **Section 1: Education and Training Requirements**

**Requirement:** The following event personnel are considered to have regular contact with, or authority over, amateur athletes who are minors at events and therefore they are required to have U.S. Center for SafeSport training. These event personnel include:

- Court Monitors
- Accredited Tournament Directors
- Certified Coaches
- Professional certified referees
- 18 yr. old players
- On site US Squash staff
- On site US Squash Board members

The following individuals are not required to complete U.S. Center for SafeSport Training (as long as contact with athletes is incidental and observable).

- Vendors – Businesses, sponsors or partners with an event booth
- Athletic trainers – Providing medical support to event participants/staff as required in response only to an injury i.e., on an emergency basis only.

### **Implementation**

U.S. Center for SafeSport Training: The online U.S. Center for SafeSport Training can be taken by following the instructions outlined on the US Squash SafeSport website [here](#). This 90-minute training is FREE to all US Squash staff members and event personnel listed above.

- US Squash maintains a master [event personnel tracking tool](#) which tracks the status of all event personnel who are required to take SafeSport training.
- US Squash tournament support will monitor compliance for each accredited event hosted by a US Squash or a US Squash Facility Affiliate by creating a tournament specific tracking list which includes each registered participant and their role for each tournament and compares them against the master list.
  - Players can register for tournaments through the Events tab on [Clublocker](#)
  - Attendees can register for the event through the [Spectator, Coach and Family Member Sign Up button](#) on the Club Locker event listing
  - Officials and tournament staff will be hired by US Squash or the accredited



## US Squash Athlete Safety Procedures

Tournament Director,

- US Squash tournament support will communicate with accredited event organizers should there be an attendee who is non-compliant so that the attendee is prohibited from entering the event except as a spectator.

### Section 2: Communication of the [Minor Athlete Abuse and Prevention Policy \(MAAPP\)](#)

**Requirement:** Prior to each accredited event, whether a US Squash National Championship or Facility Affiliate hosted event, all registered participants and event personnel noted in Section 1 must receive a copy of the US Squash MAAPP.

#### **Implementation:**

- **Pre-registered participants**

US Squash tournament support, as part of their support process, will communicate to all registered participants at accredited events (including National Championships and US Squash Facility Affiliate hosted events) that they will be required to adhere to the MAAPP for the duration of the event. They will also be informed of how to report a violation. This information will be communicated as part of the standard communications sent to all events on the Wednesday before the event starts. Registered players will be communicated to from the communications tab of the Club Locker tournament listing.

Spectators, Coaches and Family Members will be emailed using the information on the [sign up form](#) available from the Club Locker tournament listing.

Non spectator event personnel who are considered to be event participants, including event staff, vendors and athletic trainers will be added to the [event personnel tracking tool](#) and will be sent the email below, on the Wednesday pre-event.

The text sent will be as follows:

*Minor Athlete Abuse and Prevention Policy*

*In preparation for the upcoming [Insert Event Name]. Please ensure you are following the [Minor Athlete Abuse Prevention Policies](#) . If you see any violations of this policy, please contact [ussquashsafesport@ussquash.org](mailto:ussquashsafesport@ussquash.org).*

US Squash accredited tournament directors will be sent a sign by US Squash which explains how to report a MAAPP violation. [How to Report a MAAPP violation](#). This should be posted on any door that leads to an area that is not observable and interruptible (example restrooms/locker rooms etc.). Tournament directors should also conduct random checks in these areas throughout the event to ensure areas remain safe.

- **Same Day Registrations**

US Squash recognizes that while all players will pre-register for an event, some spectators and coaches will register their attendance during the event. In this case, the attendee role will be identified at registration and the MAAPP will be explained to those who need to be SafeSport trained (Event personnel listed in section 1). These attendees will be asked to scan the QR code located on the [How to Report a MAAPP](#)



## US Squash Athlete Safety Procedures

[Violation](#) sign. This will give them an explanation of the MAAPP and at the same time attendees will be told how they should report a violation.

### Section 3: US Squash's Ineligible List – Verification

**Requirement:** Event organizers will be required to ensure any Event Personnel noted in Section 1, and/or registered participants, are not currently listed on US Squash's ineligible list. This includes those who are on Administrative Hold or on the banned and suspended list.

**Implementation:** US Squash tournament support will use the [tournament tracking list](#) to check all Event Personnel and registered participants against the ineligible list and make a note that this check has been completed. If someone who is on the banned and suspended list or is on administrative hold registers for an event they will be prohibited from entering. Same-day registrants will be checked against US Squash's ineligible list upon arrival. If a same-day registrant is on the banned or suspended list or is on administrative hold, they will be banned from entry.

US Squash will ensure that the tracking tool is kept up to date with respect to the banned and suspended list and those on administrative hold.

### Section 4: Adherence to the MAAPP

**Requirement:** Event organizers should proactively complete a risk assessment related to the MAAPP criteria and eliminate all vulnerabilities that may exist as related to the MAAPP when the event has minors registered as competitors.

**Implementation:** Per the MAAPP, accredited tournament directors should actively complete a risk assessment prior to each event to mitigate and/or eliminate applicable risks for:

- One-on-One Interactions
  - Check for areas that are potential risks for One-on-One Interactions
  - If there are rooms that are not being used, close and lock the door.
  - Actively monitor for One-on-One interactions throughout the competition.
- [Massage and Athletic Training Modalities](#)
- Locker Rooms/Changing Areas
  - Post [How to Report a MAAPP Violation](#) sign outside of Locker Rooms/Changing Areas
  - Perform Regular/Random Monitoring of the Locker Room Area
  - Each locker room/bathroom will have an audit log of when each area was checked and by whom.
- Social Media/Messaging (Includes Texts and Emails)
  - No event communication should be sent to an individual minor athlete, but instead should be sent using group communications only and copying other adults, including the minor's parents.

### Section 6: Event Personnel Tracking Tool

- US Squash will keep a tournament tracking list for event personnel for each accredited event including athletic trainers, to include role and verification that they have each completed the necessary requirements set forth above, prior to the start date of the event.
- Each accredited event will have a [spectator sign up](#) which will capture who is attending the



## US Squash Athlete Safety Procedures

- event and their role at the event. This will be on the Club Locker event listing.
- US Squash will confirm that no one listed as event personnel is on US Squash's Ineligible List. US Squash will use the [event personnel tracking tool](#) to record this information.
  - All attendees at an event will be required to register at the tournament desk and their SafeSport compliance will be confirmed at that time.
    - Same day registration by event personnel will be allowed. In this case their compliance will be checked on-site using the [event personnel tracking tool](#) and they will be given a handout explaining the MAAPP.
  - Any person identifying themselves as a US Squash certified tournament coach, tournament director, official or staff will receive a US Squash credential which they will have received on completion of their certification process. They must wear this credential while attending the tournament. This will identify them as able to coach their players and will also alert tournament staff as to their eligibility to coach those players.
  - All other attendees who have checked in at an event will receive a wristband to identify them as having completed the check in process.
  - All certified officials at an event will be identifiable through their US Squash branded red officials' uniform shirt.
  - All tournament staff at US Squash National Championships will be identifiable through their US Squash branded event staff navy blue uniform shirt.
  - All US Squash staff at an event will be identifiable through their US Squash branded navy blue or white uniform shirt.

For more information on these procedures please contact [ussquashsafesport@ussquash.org](mailto:ussquashsafesport@ussquash.org)