

## DEFSC Reporting Policy

It is the policy of DEFSC that every member, parent, or volunteer must report (1) suspicions or allegations of child physical or sexual abuse; (2) actual or perceived violations of the USFS SafeSport Program Handbook; or (3) actual or perceived violations of the DEFSC SafeSport Policies, Club Policies, or Codes of Conduct.

It is critical that all members, parents, and volunteers understand that they should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting to U.S. Figure Skating or to appropriate law enforcement officials.

### Reporting Procedures

#### Suspicious or Allegations of Child Physical or Sexual Abuse

1. Report to law enforcement: Suspicions or allegations of **child physical or sexual abuse** should be reported first to Arkansas law enforcement. Reports can be made by phone to the Child Maltreatment hotline at 800-482-5964.
2. Report to U.S. Figure Skating: Suspicions or allegations of **child physical abuse or misconduct** are reported to U.S. Figure Skating by sending a detailed description of the abuse situation to [www.usfsa.org/clubs](http://www.usfsa.org/clubs) under the SafeSport Program information.
3. Report to U.S. Center for SafeSport: Report any suspected or observed **sexual abuse or misconduct** to U. S. Center for SafeSport online at [SafeSport.org](http://SafeSport.org) or by calling 720-531-0340. Reports can be made anonymously.
4. Report to DEFSC: Suspicions or allegations of child physical or sexual abuse should be reported to any of the DEFSC Reporting Contacts:
  - a. SafeSport Compliance Chair
  - b. DEFSC Board President
  - c. Any DEFSC Board Member

It is possible that a coach, member, parent, volunteer, or other participant may witness behavior intended to “groom” a child for sexual abuse. All questions or concerns related to inappropriate, suspicious, or suspected grooming behavior should be directed to U.S. Figure Skating or any of the DEFSC SafeSport Reporting Contacts.

#### Violations of DEFSC SafeSport Policies or USFS SafeSport Program Handbook

1. Report to U.S. Figure Skating: Violations of any of the DEFSC SafeSport Policies or the USFS SafeSport Program Handbook should be reported to U.S. Figure Skating by sending a detailed description of the violation to [safesport@usfigureskating.org](mailto:safesport@usfigureskating.org).
2. Report to DEFSC: Violations of any of the DEFSC SafeSport Policies or the USFS SafeSport Program Handbook should be reported to any of the DEFSC Reporting Contacts as listed above.

Failure to appropriately report, making a false report, or retaliating against a reporter are violations of the USFS SafeSport Program Handbook, the DEFSC SafeSport Policies, and U.S. Figure Skating's Policy on Harassment and Abuse.

#### Violations of DEFSC Club Policies or Codes of Conduct

Violations of DEFSC Club Policies or Codes of Conduct should be reported to any of the DEFSC Reporting Contacts as listed above. For a violation of a Code of Conduct, the member may file a written complaint with the DEFSC Board of Directors pursuant to Article 9 of the DEFSC by-laws. Conduct injurious to the welfare of DEFSC or USFS by any member should be reported to the DEFSC Board of Directors. The complaint shall set forth the facts and the witnesses. The Board shall convene as soon as possible to review the complaint and take actions as necessary.

Depending on the severity of the offense, discipline may include the following:

First offense: club member will be addressed verbally (in private) regarding the violation.

Second offense: club member will be removed from the activity and given a written warning. A meeting with the member and/or member's parents may be held.

Repeated offenses: if a club member continually violates any tenet of the Code of Conduct, repeat offenses will be taken very seriously by the club board. Discipline may include loss of club privileges for extended periods (suspension), and/or revocation of club membership.

**IN THE EVENT OF A SUSPENSION OR REVOCATION OF CLUB MEMBERSHIP, NO MEMBERSHIP DUES (PRORATED OR FULL) WILL BE REFUNDED. ADDITIONALLY, ANY SUSPENSION OR REVOCATION OF CLUB MEMBERSHIP WILL CREATE A LAPSE IN MEMBERSHIP STATUS AND THEREFORE, INELIGIBILITY FOR COMPETITOR FUNDING. OFFENDER WILL BE REPORTED TO USFS FOR MEMBERSHIP REVOCATION.**

#### Confidentiality

DEFSC and U.S. Figure Skating will maintain confidentiality with respect to the complaint, complainant, victim, accused, and other information related to the report and incident(s) until "notice" must be given about a suspension or the outcome of any proceedings.

Reports can be made anonymously, however, there must be enough detailed information within the report to allow U.S. Figure Skating, US Center for SafeSport (for sexual abuse or misconduct), or DEFSC to address the claim.

Arkansas law allows for the protection of the identity of a child abuse/neglect reporter.

When in doubt – report! If you have questions or concerns, ask any of the DEFSC Reporting Contacts, or send an email to U.S. Figure Skating at [safesport@usfigureskating.org](mailto:safesport@usfigureskating.org).

More information on the SafeSport Program can be found on the U.S. Figure Skating website at [www.usfsa.org/clubs](http://www.usfsa.org/clubs) and follow the link for the SafeSport program.