



Safe Sport Mission/Policy

MISSION:

Mill Gymnastics USA is committed to promoting a safe environment for its, gymnasts, participants, coaches, volunteers and staff. Mills Gymnastics has developed and adopted this policy to set forth the efforts it will undertake to promote a safe gymnastics environment, both solely and in partnership with other necessary parties, including member clubs, parents, gymnasts, the gymnastics community, and the U.S. Center for SafeSport. Mills Gymnastics USA Safe Sport Policy is consistent with the mission of USA Gymnastics policies and procedures in relation to misconduct.

Mills Gymnastics has developed and adapted this policy to set forth all efforts it will take to put forth a safe environment:

TERMS:

Covered Individual:

- a. Any individual who currently is, or was at the time of a possible SafeSport Code Violation, within the governance or disciplinary jurisdiction of Mills Gymnastics USA, including:
- b. • Current Staff, Jr. staff, athletes, non-athlete participants, event staff, and any volunteers that Mills Gymnastics USA formally authorizes.

Covered Adult

- a. Covered Individual who is 18 years of age or older.

Unrelated Covered Adult

- a. Covered Individual who is not an immediate family member of the gymnast.

Covered Minor

- a. Covered Individual who is under the age of 18.

Athlete

- a. An athlete member of USA Gymnastics.

Non-Athlete Participant

- a. Any of the following members of USA Gymnastics: coach, team staff, medical or paramedical personnel, administrator, official, or other athlete-support personnel, employee, or volunteer who participates in amateur sports programs offered or sanctioned by USA Gymnastics or the U.S. Olympic Committee.

Misconduct and Prohibited Conduct:

Mills Gymnastics USA has adopted the definitions of misconduct and prohibited conduct from the USA Gymnastics and the Center's SafeSport Code as follows:

- A. Sexual Misconduct:

- a. Sexual Misconduct is within the exclusive authority of the Center (Safe Sport and USAG). A Covered Individual shall not engage in Sexual Misconduct as defined in the SafeSport Code.
- B. Other Safe Sport Misconduct.
 - a. Physical Misconduct, Bullying, Hazing, Harassment, or Emotional/Verbal Misconduct
 - b. A Covered Individual shall not engage in Prohibited Conduct, including Physical Misconduct, Bullying, Hazing, Harassment or Emotional/Verbal Misconduct as defined in the SafeSport Code.
- C. Misconduct Related to the Resolution Process.
 - a. Misconduct related to the resolution process is within the authority of USA Gymnastics and/or the Center.
 - b. The following behavior by a Covered Individual may be considered misconduct as defined in the SafeSport Code: Abuse of Process, Failure to Report, Intentionally Making a False Report, or Retaliation. Any such conduct, including after the resolution of a matter is final, is a violation of this policy and/or the Center's SafeSport Code.
- D. One-on-one interactions.
 - a. An unrelated Covered Adult shall not be alone with a Minor (a) in a private setting, and (b) in any place that is inappropriate to the professional relationship (i.e., a social setting outside the training or competitive environment
 - b. Gymnasts may not reside with an unrelated Covered Adult, nor may a Covered Adult reside with a gymnast's family.
- E. Travel
 - a. When traveling, an unrelated Covered Adult shall not be alone with a Minor.
 - b. For overnight travel, assign gymnasts to hotel rooms with age-appropriate, same sex teammates.
 - c. Do not allow an unrelated adult to share or be alone in a sleeping room with gymnasts.
- F. Social Media and Electronic Communications.
 - a. All e-mails, texts, and posts must be transparent, professional and related solely to gymnastics activities or events.
 - b. Covered Adults may not have out-of-program contact with gymnasts on social media. (For example, general communication regarding a gymnastics activity or event via a club's social media account is acceptable, but private communication via a coach's and/or an athlete's personal social media account is not acceptable.)
 - c. Covered Adults must distribute electronic and mobile communications to minor gymnasts openly and publicly; for example, with a copy to the parent(s)/guardian(s) and/or to the entire team transmitted simultaneously.
 - d. Parents and guardians have the right to request that (a) their child not be contacted in any form of electronic communications, or (b) certain information about their child that they designate not be distributed in any form of electronic communications. All such requests will be honored
- G. Photography/Videography

- a. Photographs or videos may only be taken (a) in public view; (b) if they observe generally accepted standards of decency; and (c) are both appropriate for and in the best interest of the gymnast.
 - b. Without a parent's (or legal guardian's) consent in the case of a Minor gymnast, or a gymnast's consent in the case of an adult gymnast (a) gymnasts may not be photographed or filmed; and (b) no images of gymnasts may be posted publicly or privately. If consent is given, it may be revoked at any time.
- H. Locker Rooms/Changing Areas
- a. Interactions between Covered Adults and gymnasts should not occur in any room where there is a reasonable expectation of privacy such as the locker room, restroom or changing area. A second adult should be present for any necessary interaction between an adult and a gymnast in any such room.
 - b. The use of recording devices of any kind in any such room is strictly prohibited.
- I. Gifting
- a. Gift-giving or providing special favors or privileges to individual gymnasts is prohibited.
- J. Massage/Icing/Taping
- a. Any rubdown or massage performed on a gymnast by any unrelated Covered Adult must be conducted in open/public locations and must never be done with only a gymnast and unrelated Covered Adult in the room.
 - b. Icing and taping must be conducted in open/public locations and must never be done with only a gymnast and unrelated Covered Adult in the room.
 - c. Icing and taping near the intimate areas of the body is not permitted by any unrelated Covered Adult - unless it is done by a licensed medical professional – and must never be done with only a gymnast and unrelated Covered Adult in the room.
- K. Stretching and Other Physical Contact.
- a. Covered Adults should take care to prevent any compromising positions while stretching or closely interacting with gymnasts and must avoid:
 - i. Laying or sitting on top of the gymnast
 - ii. Facing the gymnast while he/she is in a static straddle position
 - iii. Lap sitting
 - iv. Pats on the bottom
 - v. Physical contact that is reasonably intended to coach, teach or demonstrate a gymnastics skill or to prevent or lessen injury (e.g., spotting, catching) is permissible.
 - vi. Infrequent, non-intentional physical contact, particularly contact that arises out of an error or a misjudgment on the part of the gymnast, participant or coach, does not violate this policy.

Reporting, Jurisdiction and Processing Complaints

- A. Reporting Suspected Abuse to Legal Authorities
- a. Mills Gymnastics will report suspected child abuse or neglect (including Sexual Misconduct) within 24 hours to the proper authorities in all instances and without exception, unless it is aware that authorities have already been notified.

- b. Covered Adults must report suspected child abuse or neglect (including Sexual Misconduct) within 24 hours to the appropriate legal authorities, which is separate from notification to the Center, USA Gymnastics, or a Member Club.
- B. Reporting Sexual Misconduct.
 - a. Covered Adults are required to provide notification of conduct of which they become aware that could constitute (a) Sexual Misconduct, (b) misconduct that is reasonably related to the underlying allegation of Sexual Misconduct, and (c) retaliation related to an allegation of Sexual Misconduct as set forth in the Code:
 - i. Directly to the Center & USA Gymnastics
 - ii. Notification to the Center and/or USA Gymnastics DOES NOT satisfy any legal reporting requirements under state or federal law. Covered Adults are required to report suspected sexual misconduct to legal authorities as required by State law or Federal law, prior to notifying the Center.
- C. Reporting Other Safe Sport Misconduct
 - a. Mills Gymnastics is required to provide notification of conduct by a Covered Individual that could constitute Other Safe Sport Misconduct
 - i. Directly to USA Gymnastics.
 - ii. Notification to USA Gymnastics DOES NOT satisfy any legal reporting requirements under state or federal law. If the suspected conduct may also be criminal, persons are required to report to legal authorities as required by State or Federal law, prior to notifying USA Gymnastics.
- D. Telephone Inquiries.
 - a. At least two USA Gymnastics staff members, one of each gender, shall be trained to receive telephone inquiries regarding misconduct. The staff members shall:
 - i. Advise the caller that they, as well as USA Gymnastics has an obligation to report suspected child abuse or neglect to the proper authorities within 24 hours, unless it is aware that the authorities have already been notified.
 - ii. Inform the caller that allegations of Sexual Misconduct must be reported to the Center and provide the caller with the information necessary to notify the Center and/or forward the information the caller has provided directly to the Center on their behalf.
 - iii. Inform the caller that if the matter has not been referred to the Center, a written and signed complaint must be received for a USA Gymnastics member to initiate a grievance against another member.
 - iv. Encourage that the victim(s) seek professional help, if appropriate.
 - v. Written summaries detailing the call will be indexed by the alleged perpetrator and will become a part of any applicable file to use as part of the resolution process
- E. Implementation of USA Gymnastics' Misconduct/Grievance Procedures.
 - a. At least two Mills Gymnastics staff members, one of each gender, shall be trained in the proper implementation of the member misconduct and grievance procedures contained in the Center's SafeSport Code, USA Gymnastics Code of Ethical Conduct, and/or USA Gymnastics Bylaws
 - i. A trained staff member will be designated to implement the procedures for each complaint.

- ii. The designated staff member will determine whether the accused is a Covered Individual.
 - 1. If the accused is a Covered Individual, the matter will proceed in accordance with the existing applicable policy.
 - 2. If the accused is not a Covered Individual, the staff member will notify the complaining party, as a courtesy, that USA Gymnastics is unable to pursue the matter internally.
 - iii. The designated staff member will “shepherd” the complaint through the process set forth in the USA Gymnastics Code of Ethical Conduct or its Bylaws.
- F. Referral to the Center
- a. One staff member will be designated as USA Gymnastics’ safe sport liaison to the Center.
 - b. The designated staff member will:
 - i. If the matter involves possible Sexual Misconduct, report that matter to the Center.
 - ii. As appropriate, make requests for the Center to resolve a complaint that is within the Center’s discretionary authority.
 - iii. Notify the Center of suspected violations of Proactive Policies by any Covered Individual and resolution thereof.
- G. Confidentiality and Privacy.
- a. Due to reporting requirements, and in consideration of any potential or ongoing safety risk, USA Gymnastics cannot guarantee confidentiality in safe sport matters. However, USA Gymnastics will treat such matters with as much confidentiality as is possible under the circumstances and with the sensitivity they deserve.
 - b. Information will only be shared on an as-needed basis with the concerned parties.
 - c. Parents/guardians of gymnasts may be notified, as necessary, of any possible health or safety risk.

Mills Gymnastics’ Additional Safe Sport Measures

- A. Employee/Volunteer Screening (including but not limited to):
 - a. Criminal background checks
 - b. In-person interviews
 - c. Reference checks
 - d. Ongoing observation
- B. No persons permanently ineligible for USA Gymnastics membership and no persons listed on a federal or state sex-offender registry are or will be associated with the club or its activities in any way.
- C. Maintain current commercial general liability insurance that includes at a minimum, participant liability and participant accident medical insurances.
- D. Maintain a current Professional membership for the owner/director of Mills Gymnastics
- E. Encouraging parents/guardians to become as active as reasonably possible in his/her child’s gymnastics activities

- F. Implementing policies and procedures to lessen the likelihood that an abusive situation could develop.
- G. Communication
 - a. Mills Gymnastics will consistently communicate
 - i. Its mission and that misconduct is inconsistent with its mission and the best interest of its participants and the sport of gymnastics.
 - ii. Its commitment to, and working toward, a safe environment for all gymnastics participants.
- H. Document Retention
 - a. Mills Gymnastics will permanently retain all misconduct / grievance files and materials.
- I. Policy Review
 - a. Safe Sport policies will be reviewed annually the first Monday in June and updated as necessary.

Points of Contact:

Safe Sport:

[Usagym.org/pages/education/safesport](https://usagym.org/pages/education/safesport)

[Uscenterforsafesport.org/report-a-concern](https://uscenterforsafesport.org/report-a-concern)

[Athletesafety.org/training](https://athletesafety.org/training)

Mills Gymnastics USA

Lanny Mills (Safe Sport Liason): lannym@millsgymnastics.com

Ellen Calcagno (Safe Sport Officer): ellenc@millsgymnastics.com

Ricky Garcia (Safe Sport Officer): rickyg@millsgymnastics.com

734-283-6550

USA Gymnastics:

1-800-345-4719

Center for SafeSport:

(720) 531-0340