

Berkeley Paddling and Rowing Club Athlete Protection Policy

Berkeley Paddling and Rowing Club (BPRC) is committed to creating a safe and positive environment for its members. BPRC is a member-run club with no administrative or coaching staff and no junior programs.

Club policies and procedures require club members to report abuse and misconduct as outlined by USRowing's SafeSport Policy. To do so, club members should have a basic understanding of the misconduct behaviors as described in this document. Misconduct in sport includes: • Bullying • Harassment • Hazing • Emotional misconduct • Physical misconduct, and • Sexual misconduct, including child sexual abuse. SafeSport awareness training is offered online at <http://training.teamusa.org/store/details/1>. Anyone who may be required by the club to take SafeSport awareness training will take such training every two (2) years. Any club member may take the training, which is offered free of charge, if they so desire.

ATHLETE PROTECTION POLICY

BPRC is committed to creating a safe and positive environment for its members and further to ensure that it promotes an environment free of misconduct. BPRC club members shall refrain from all forms of misconduct, which include bullying, harassment, hazing, emotional misconduct, physical misconduct, and sexual misconduct, including child sexual abuse.

REPORTING

In the event that any club member observes inappropriate behaviors, it is the responsibility of each to report his or her observations to a BPRC board member. Club members should not attempt to evaluate the credibility or validity of child physical or sexual abuse allegations as a condition for reporting.

Examples of misconduct include, but are not limited to: 1. A pattern of verbal behaviors that attack a club member. 2. Conduct that results in or threatens to cause physical harm to a member. 3. Any act or conduct described as physical abuse or misconduct under federal or state law. 4. Behaviors that include teasing, ridiculing, intimidating, spreading rumors or making false statements, using social media to harass, frighten, intimidate or humiliate. 5. Anything intended to cause fear, humiliation or annoyance, create a hostile environment, and/or establish dominance or superiority over other members. 6. Coercing; requiring or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for joining the group or being accepted by the group's members. BPRC does not investigate suspicions or allegations of child physical or sexual abuse, or attempt to evaluate the credibility or validity of such allegations, as a condition of reporting suspicions or allegations to the appropriate law enforcement authorities. More information about California's mandatory reporting law can be found at: https://www.childwelfare.gov/systemwide/laws_policies/state/index.cfm?event=stateStatutes.showSearchForm

REPORTING PROCEDURE

BPRC club members may report to any board member with whom they are comfortable sharing their concerns. BPRC will take a report in the way that is most comfortable for the person initiating a report including: • allowing for the reporter to remain anonymous • conducting the report in-person. The report may be communicated verbally or in written form. Regardless of how allegations of misconduct are reported, it is helpful to BPRC for individuals to provide: (1) The name of the complainant (2) The type of misconduct alleged (3) The name of the individual alleged to have committed the misconduct.

Individuals reporting misconduct may complete an Incident Report Form. BPRC will withhold the complainant's name on request, to the extent permitted by law. An Incident Report Form can be found at the end of this document.

RULES AND PROCEDURE:

BPRC recognizes that there are varying levels of misconduct. The club's procedures and actions will be proportionate, reasonable and applied fairly and equally. On receipt of an allegation, BPRC will determine,

within its discretion, the appropriate steps to address the allegations. Any decision by the BPRC Board of Directors shall be final.

MONITORING BPRC'S STRATEGY

BPRC expects its members to conduct themselves in a manner that works to prevent, recognize and respond to inappropriate and harmful behavior while reinforcing appropriate behaviors.

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In the event that Berkeley Paddling and Rowing Club changes its operations in the future to include programs and staff, it will follow USRowing policies as follows:

APPLICANT SCREENING:

In the event that BPRC invites applications for staff and coaches, contractors and/or assistants, such applicants must consent to, and pass, 2 a formal applicant screening process before performing services for the club. Elements of the club's screening process include, as applicable, successful completion of a written application form, interview, reference check, and criminal background check. Appropriate club members will interview applicants whose experience and credentials are considered a fit for available positions. During this interview, BPRC will ask questions to encourage discussion, clarify responses and conduct additional inquiry regarding the applicant's answers from the written application. References of applicants will be contacted in the appropriate manner and asked specific questions regarding the applicant's professional experiences, demeanor, and appropriateness for involvement with BPRC

CRIMINAL BACKGROUND CHECK

In the event that BPRC invites applications for any position, all applicants for designated staff or coaching positions will be asked to undergo a criminal background check that complies with the Fair Credit Reporting Act before providing services. Through this criminal background check, BPRC will utilize reasonable efforts to ascertain the subject's past criminal history.

PROCESS

In the event that BPRC invites applications for any position, the Criminal Background Check Consent and Waiver Release form must be submitted and the applicant cleared before he or she may perform services for BPRC. Upon expressing an interest in applying for a position with BPRC, the applicant's name will be provided to a third-party vendor. BPRC will request that its vendor provide the applicant with the Criminal Background Check Consent and Waiver Release form, and perform the criminal background check. The information revealed by the criminal background check may disqualify an applicant from serving as a staff member, contractor and/or volunteer. Each applicant for has the affirmative duty to disclose his or her criminal history. Failing to disclose or intentionally misrepresenting an arrest plea or conviction history in an application or any other information provided by an applicant during the screening process is grounds for employment, volunteer and/or membership revocation or restriction, regardless of when the offense is discovered. Any applicant who has been banned by another sport organization, as temporarily or permanently ineligible, must self-disclose this information. Failure to disclose as outlined is a basis for disqualification for potential applicants. Findings from the criminal background check will be provided to BPRC. BPRC's criminal background check report will return a "red light" or "green light" score. A green light score means that the background check vendor located no records that would disqualify the applicant. A green light score, however, is not a certification of safety or permission to bypass/ignore other screening efforts. Other disqualifying factors may exist, and can be revealed through an interview, reference checks and a completed application. A red light finding means the criminal background check revealed criminal records, which suggest the applicant "does not meet the criteria" and is not suitable for organization employment or volunteer assignment. Individuals who are subject to disqualification under a "red light" finding may challenge the accuracy of the reported information reported by the criminal background check vendor.

FREQUENCY OF CRIMINAL BACKGROUND CHECKS In the event that BPRC invites applications for any position, criminal background checks required by this policy will be refreshed as required by law. Records are secured onsite for a period indicated by applicable law or until the applicant is no longer affiliated with BPRC, whichever date is later.

BPRC Safety Policy - Incident Report Form

Under BPRC's policy, you may report to any of the BPRC Board of Directors. BPRC will take a report in the way that is most comfortable. In circumstances where this is applicable, the Board may ask for statements in writing as well as assigning a board member to interview both parties separately, and if no resolution can be reached, the entire board will consider the matter.

Name of the complainant and date of the complaint:

Type of misconduct alleged:

Name(s) of the individual(s) alleged to have committed the misconduct:

Approximate dates the misconduct was committed:

Names of other individuals who might have information regarding the alleged misconduct:

Summary statement of the reasons to believe that misconduct has occurred: