



## Safe Sport Pre-Event Checklist

Event Name: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Event Organizer: \_\_\_\_\_

Person Completing Form: \_\_\_\_\_

<p>USA-WSWS will send direct communications (via email and e-newsletter) throughout the year to all USA-WSWS members reminding them of the MAAPP Requirements and reporting protocols at all USA-WSWS Sanctioned events. Event organizers are also encouraged to send a direct communication to all event personnel and participants prior to the start of each event.</p>			<p><a href="#">Click here for Sample Language</a></p> <p>Examples of event personnel include:</p> <ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> <li>• Judges</li> <li>• Vendors</li> <li>• Medical Staff</li> <li>• Media</li> </ul>
<p>Have all participants and event personnel 18 and older who are members of USA-WSWS been checked for "Current" membership status within the USA-WSWS membership system?</p>	Yes	No	<p>"Current" membership status verifies complete and up-to-date SafeSport training, background screening and that the member is not listed on the Suspended members list. If a member is listed as "Pending" or "Expired", they cannot participate until the requirements are met.</p> <p>Please review the <a href="#">USA-WSWS Compliance Chart</a> for the most up-to-date requirements.</p>
<p>Have all event personnel/persons who are not members of USA-WSWS and have regular contact with or authority over minors been checked for complete and up-to-date SafeSport training and/or background screening, if applicable?</p>	Yes	No	<p>Examples include:</p> <ul style="list-style-type: none"> <li>• Medical Staff</li> <li>• Vendors</li> <li>• Volunteers</li> </ul>
<p>Is there a process in place for any day-of registrants or volunteers to receive both the MAAPP requirements and information on how to report violations of the MAAPP?</p>	Yes	No	<p>Consider printing our <a href="#">MAAPP Poster and QR Code</a> to have at your registration table - same day registrants and volunteers can scan this QR code to view the USA Water Ski &amp; Wake Sports MAAPP and information on how to report violations of the MAAPP.</p>

Is there a process in place to verify that any day-of registrants or volunteers (1.) have completed SafeSport Training and (2.) are not listed on the USA-WSWS Suspended and Banned members list?	Yes	No	<a href="#">Click here for USA-WSWS Suspended and Banned Members List</a>
Is there a designated semi-private or private changing area provided to minor athletes?	Yes	No	
Is there a designee assigned to regularly and randomly monitor locker room/changing areas, including tents and bathrooms, provided to minor athletes?	Yes	No	Adult Participants are not permitted to be alone with a minor athlete in a locker room or changing area. Exceptions will be made for emergency circumstances and for athletes who are close in age, adults that qualify as a dual relationship, and personal care assistants.
Is there clear signage indicating designated changing areas?	Yes	No	Consider printing our <a href="#">Locker Rooms &amp; Changing Areas poster</a> to post outside the locker room.
Are all areas accessible to minor athletes (besides bathroom and changing areas) in an open and interruptible environment?	Yes	No	
Are all medical personnel aware that all treatments must be in view of another Adult Participant?	Yes	No	
Is there signage visible to attendees indicating how to make a report of misconduct?	Yes	No	Consider printing our <a href="#">MAAPP Poster and QR Code</a> to have at your registration table and other high traffic areas on-site.
Is there information on the MAAPP and reporting related information included in tournament user guides and other published event materials?	Yes	No	

Event Personnel with training or screening expiration dates that fall on or during the event will NOT be compliant.

Adult Participants serving in a volunteer capacity, who will not have regular contact with or authority over Minor Athletes, are encouraged to take the Center's brief Volunteer Course (or SafeSport Trained Core) before engaging or interacting with any Minor Athlete(s).

All sanctioned events and facilities under the jurisdiction of USA Water Ski & Wake Sports must take the necessary steps to ensure the policies are implemented and followed.

It is the responsibility of the event organizer and Chief Judge to ensure that compliance is being met by all applicable participants