



USA Taekwondo

Safe Sport Strategy & Minor Athlete Abuse Protection Policies & Procedures

Recognizing, Reducing and Responding to the Potential for Misconduct in the Sport of Taekwondo in the USA.

SafeSport | WHERE YOUR GAME PLAN STARTS

2023

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Data of Matters Addressed by the Organization

ATTACHMENTS

1. **SAMPLE** Massage Therapist Treating Minor Athlete Consent Form
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INTRODUCTION AND APPLICATION

THESE SAFE SPORT POLICIES AND PROCEDURES APPLY TO ALL MEMBERS AND TO ALL INDIVIDUALS, INCLUDING MEDICAL PERSONNEL AND VOLUNTEERS, WHO PARTICIPATE IN ANY ROLE IN THE ACTIVITIES OR PROGRAMS OF USA TAEKWONDO

There are a lot of reasons to participate in Taekwondo – at any level. Taekwondo is a life-long activity that allows participants to have fun and to spend time with friends. Taekwondo also encourages a healthy lifestyle, builds self-confidence; athletes also do better off the field. Athletes are less likely to use cigarettes, drugs and alcohol; they have higher graduation rates and are more likely to attend college. The tenets of Taekwondo help to develop better citizens and also to provide structure for youth as they tackle daily life struggles, and also help adults to live within the bounds of propriety in our society.

Unfortunately, sport can also be a high-risk environment for misconduct, including child physical and sexual abuse. As part of these Safe Sport Policies and Procedures, we identify six primary types of misconduct:

- Bullying
- Harassment
- Hazing
- Emotional Misconduct
- Physical Misconduct
- Sexual Misconduct (including Child Sexual Abuse)

All forms of misconduct are intolerable and in direct conflict with the tenets and ideals of Taekwondo.

Misconduct may damage an athlete's psychological well-being; athletes who have been mistreated experience social embarrassment, emotional turmoil, psychological scars, loss of self-esteem and negative impacts on family, friends and the sport. Misconduct often hurts an athlete's competitive performance and may cause him or her to drop out of Taekwondo entirely.

USA Taekwondo is committed to improving the safety of athletes and participants involved in our sport. These policies and procedures should guide behavior of all USA Taekwondo members.

In addition to reporting any abuse to USA Taekwondo and/or the U.S. Center for SafeSport, reports to law enforcement and to the Center should be made “immediately after becoming aware of the allegations” and reporting must comply with federal and applicable state laws regarding the reporting of child abuse or sexual misconduct.

Members of USA Taekwondo (including USA Taekwondo employees) should not under any circumstances attempt to evaluate the credibility or validity of any sexual or physical abuse allegation before reporting to the relevant law enforcement authority.

USA Taekwondo provides the following general links provided by the Federal Government and United States Olympic Committee for information on the issue and reporting on this issue:

US Center for Safesport

<https://uscenterforsafesport.org>

United States Department for Health & Human Services, Child Welfare Information

Gateway; How to report Child Maltreatment:

<https://www.childwelfare.gov/topics/responding/reporting/how>

United States Department for Health & Human Services, Administration for Children & Families,
National Child Abuse & Neglect Information

<https://www.acf.hhs.gov/help-for-parents#chapter-3>

DEFINITIONS

Child, children, minor and youth

Anyone under the age of 18. Here, “child,” “children,” “minor” and “youth” are used interchangeably.¹

Child physical abuse

Non-accidental trauma or physical injury caused by contact behaviors, such as punching, beating, kicking, biting, burning or otherwise harming a child. Child physical abuse may also include non-contact physical misconduct as described in these policies and procedures.

Child sexual abuse

Child sexual abuse involves any sexual activity with a child where consent is not or cannot be given. This includes sexual contact with a minor that is accomplished by deception, manipulation, force or threat of force regardless of whether there is deception or the child understands the sexual nature of the activity. Sexual contact between minors can also be abusive if there is a significant imbalance of power or disparity in age, development or size, such that one child is the aggressor. The sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as verbal acts, sexually suggestive written or electronic communications, exposure or voyeurism.²

Misconduct

Conduct which results in harm, the potential for harm or the imminent threat of harm. Age is irrelevant to misconduct. There are six primary types of misconduct in sport: emotional, physical and sexual misconduct, bullying, harassment and hazing.

Participants

Participants are minors and/or adults who participate in a sport activity through a club or organization (e.g., athletes, officials or referees).

¹ Saul J, Audage NC. *Preventing Child Sexual Abuse Within Youth-serving Organizations: Getting Started on Policies and Procedures*. Atlanta (GA): Centers for Disease Control and Prevention, National Center for Injury Prevention and Control; 2007.

² *Id.*

USA TAEKWONDO STRATEGIES, POLICIES, AND PROCEDURES



1. Defining Member Misconduct

USA Taekwondo defines member and adult participant misconduct as any non-accidental action that causes injury or harm to a USA Taekwondo member or member athlete, including but not limited to sexual abuse, physical abuse, emotional abuse, hazing, bullying, threats and harassment.

2. Responsible Person

A team-based approach has been implemented within USA Taekwondo, thus promoting equity and transparency. Therefore, the Director of Athlete Affairs will be responsible for ensuring these policies are followed. The Chief Executive Officer will be responsible in case of the Director of Athlete Affairs is absent or unavailable. USA Taekwondo is committed to this team-based approach to misconduct risk management, including policies to recuse any team member who can be conflicted if they are named in a misconduct complaint or closely affiliated with a person accused of misconduct. USA Taekwondo's designated person must respond to requests from the Center within 72 hours for:

- a. The eligibility status of a participant
- b. The existence of Organization imposed temporary measures or safety plans

Please note: for any incidents that contain sexual misconduct the U.S. Center for SafeSport has exclusive authority to investigate and resolve these matters. See <https://uscenterforsafesport.org/response-and-resolution> for details on the Center's resolution processes.

3. Responsible Persons within USA Taekwondo Clubs

Each local USA Taekwondo club affiliated or associated with USA Taekwondo is required to designate their responsible SafeSport officer within the club, commencing on their next renewal of membership of USA Taekwondo from the activation of this policy. This named individual will have responsibility for championing the USA Taekwondo SafeSport strategy within the club, and for providing informational materials and training to constituents of the club. Clubs that do not designate such an individual will be assumed to be designating the President of the Club/Club Owner as the designated person. USA Taekwondo is committed to sending periodic reminders to local clubs and will make good-faith efforts to monitor the clubs' implementation of the said materials.

4. Background Checks

USA Taekwondo requires background checks for those individuals it formally authorizes, approves or appoints to a position of authority over, or to have frequent contact with athletes. For purposes of clarification, USA Taekwondo is considered to formally authorize, approve or appoint an individual in instances where USA Taekwondo has control over the appointment process.

Any person that registers as a Coach, Referee, Instructor, volunteer or Club Owner with USA Taekwondo is required to undergo a confidential background check every two years. It is the express policy of USA Taekwondo to exclude, or potentially remove, any member, in any of the categories mentioned above, who has a red light applied to their background check for a Crime of Moral Turpitude or for any crime involving illegal drugs, as defined by the Federal Government from situations which involve interactions with minors. USA Taekwondo may also permanently expel any members who have any Felony convictions. USA Taekwondo

may also permanently expel or suspend members, employees, contractors, or, volunteers who have been adjudged as liable in a civil case involving harm to minors of any sort.

Additionally, any person(s) who has had their parental rights terminated, has a reference or history of complaints of sexual, physical or emotional abuse with any other organization (regardless of position), or who has resigned or been terminated from a position in another organization (regardless of volunteer, coach, member or employee) for reasons of behavior towards minors may also be expelled or suspended by the organization.

The balance of any membership fees for a remaining term will not be refunded. For the avoidance of doubt, any person listed in the National Sex Offender Public Website will be automatically and permanently excluded from USA Taekwondo.

All Directors and Employees of USA Taekwondo shall also go under screening every two years, with the very same restrictions imposed upon them. USA Taekwondo sanctioned event volunteers and coaches that will have significant involvement with minors will also be required to pass a background check.

USA Taekwondo will deem non-consent to a background check as a FAILURE of the background check, and such individuals may be permanently expelled from USA Taekwondo or prohibited from participating in any activities involving significant contact with minors related to USA Taekwondo programs, teams, and activities.

USA Taekwondo requests that Clubs also take on this responsibility for club coaches and volunteers and ensure that they report any failures to USA Taekwondo to ensure nationwide protection in the sport of USA Taekwondo.

Member clubs are responsible for supervising the program for events sanctioned in their area.

USA Taekwondo does this for the following reasons:

- To deter offenders from interest in USA Taekwondo to the extent where known offenders do not have access to offend through the medium of USA Taekwondo.
- To deter offenders not yet caught from interest in USA Taekwondo to facilitate their offending because USA Taekwondo is taking steps to protect its members.

The existence of a red light must be kept confidential between USA Taekwondo, the member club and the individual.

For employees of USA Taekwondo, the CEO shall hear the appeal and his decision will be final with no right of further appeal.

For all others, a Special Hearing Panel will hear the appeal and their decision will be final with no further right of administrative appeal.

Please note: for any incidents that contain a sexual complaint the U.S. Center for SafeSport now has exclusive authority to investigate and resolve these matters. See <https://uscenterforsafesport.org/response-and-resolution> for details on the Center's resolution processes.

For all complaints where the panel is convened by the USA Taekwondo Ethics Committee (any case without a sexual element) the Hearing Panel's decision will be final with no further right of administrative appeal. See <http://www.teamusa.org/usa-taekwondo/v2-resources/code-of-ethics> for further details on the USA Taekwondo Code of Ethics.

On notification of a red light, the individual has five days to submit an appeal to the Chief Executive (or in the case of the Chief Executive, the Chairman of the Board). USA Taekwondo will reply within 28-calendar days of a finding of the hearing panel or, for a case regarding Employees, within 28-calendar days of the date of filing the appeal.

POLICIES

The following policies shall apply to all individuals described therein, including but not limited to:

- 1) a. A member or license holder of an NGB, LAO, or the USOPC;
- 2) b. An employee or board member of an NGB, LAO, or the USOPC;
- 3) c. Within the governance or disciplinary jurisdiction of an NGB, LAO, or the USOPC;
- 4) d. Authorized, approved, or appointed by an NGB, LAO, or the USOPC to have regular contact with or authority over Minor Athletes.
- 5) (Collectively "Participant" for the purposes of this policy.)

5. Sexual Misconduct

USA Taekwondo does not tolerate sexual misconduct.

Please note: for any incidents that contain sexual misconduct the U.S. Center for SafeSport now has exclusive authority to investigate and resolve these matters. See <https://uscenterforsafesport.org/response-and-resolution> for details on the Center's resolution processes.

Sexual Misconduct occurs (but is not limited to) when the offending party touches a minor for the purposes of sexual gratification or arousal. Sexual misconduct will also be deemed to have occurred when a minor touches an adult employee, volunteer, coach, member or other participant for the purposes of sexual gratification or arousal for either the minor or the adult if the touching occurs with the consent of the adult.

Neither the consent of the minor, mistake as to the participant's age, or the fact that the sexual misconduct did not take place at a USA Taekwondo event are considered defenses. Sexual misconduct may also be between adults, this occurs where sexual interactions take place that are non-consensual or involve force, coercion or manipulation regardless of the age of the victim. In cases of sexual misconduct between two minors, consider the existence of an aggressor, the difference in age or size between the children, and/or whether there is an imbalance of power and/or intellectual capabilities.

Sexual misconduct may consist of one or more of sexual penetration, sexual touching, and non-contact sexual acts inclusive but not exclusive to exposure, voyeurism, sending sexually explicit electronic messages or photos (by email or cell phone message or otherwise) to a minor, exposure of minors to pornography, deliberate exposure of a minor to sexual acts or deliberate exposure of a minor to inappropriate nudity.

Additional examples of touching offenses: forcing a victim to engage in touching another person in a sexual manner; exchange of reward for sexual favors.

Additional examples of non-contact or non-touching offenses:

- Person in a position of trust, authority, and/or evaluative and supervisory control over another discussing his/her sex life with a minor or subordinate
- A person in a position of trust, authority and/or evaluative and supervisory control over another asking a minor or subordinate about his/her sex life
- Soliciting or requesting another person to engage in sexual conduct under circumstances in which he/she knows his/her requests or solicitation is likely to cause affront or harm

In summary, sexual misconduct involves touching and non-touching behavior or offenses that can cause physical, mental or emotional harm to an athlete or other participant in USA Taekwondo activities. In the case of a disputed definition of sexual misconduct, sexual abuse as defined by federal or state law will be used.

Romantic or sexual relationships- (a) Prohibited misconduct shall include, without limitation: Romantic or sexual relationships, which began during the sport relationship, between athletes or other participants and those individuals (i) with direct supervisory or evaluative control, or (ii) are in a position of power and trust over the athlete or other participant. Except in circumstances where no imbalance of power exists, coaches have this direct supervisory or evaluative control and are in a position of power and trust over those athletes or participants they coach. The prohibition on romantic or sexual relationships does not include those relationships where it can be demonstrated that there is no imbalance of power. For example, this prohibition does not apply to a pre-existing relationship between two spouses or life partners...

Sexual Grooming Behaviors- Common steps in the "grooming" process:

- Targeting the victim
- Gaining trust
- Filling a need
- Isolating the child
- Sexualizing the relationship
- Maintaining control

Upon adjudication by the U.S. Center for SafeSport that the USA Taekwondo Sexual misconduct policy has been violated the offender will be subject to appropriate disciplinary action. These actions may include suspension or expulsion from USA Taekwondo and referral to law enforcement authorities.

6. Physical Abuse

USA Taekwondo does not tolerate Physical Abuse.

Physical abuse is defined as any physical contact that intentionally causes, or has the potential to cause, physical harm or bodily injury.

In addition to physical contact, physical abuse also includes the provision of alcohol to a person under the statutory law in that location, usually 21 in the United States. It also includes the provision of illegal drugs to any participant, regardless of age.

Physical abuse does not include reasonable demonstration of USA Taekwondo techniques by a participant or coach designed as a part of fair play of the Game according to the International USA Taekwondo Federation Rulebook.

However, an individual may have been deemed to be in violation of this policy where there is intent to physically harm or cause bodily injury to an individual during the course of play.

Physical Abuse does not include physical contact reasonably designed to coach, teach, demonstrate or improve athletic skill, including physical conditioning, team building, and appropriate discipline.

Providing non-prescription medication is another form of physical abuse.

Physical abuse contact offenses:

- Encouraging or permitting an athlete to return to play prematurely or without the clearance of a medical professional, following a serious injury (e.g. concussion)

In cases where there is a dispute over the definition of physical abuse, the definition as defined by federal or state law will take precedence.

Upon proof of violation of USA Taekwondo's Physical Abuse policy, the offender will be subject to appropriate disciplinary action. These actions may include suspension or expulsion from USA Taekwondo and referral to law enforcement authorities.

7. Emotional Abuse

USA Taekwondo does not tolerate Emotional Abuse.

Emotional abuse is defined as a pattern of non-contact behavior towards any participant that results in or is designed to result in psychological or emotional harm towards any USA Taekwondo participant inclusive of members, coaches, players, volunteers, employees or directors.

This pattern of behaviors may include for example, verbal attacks (such as name calling, degrading comments to them or about them or shouting at an individual in a manner that provides no motivational or other genuine playing reasoning). It may also consist of physical aggressive behavior short of physical abuse (e.g. punching walls or throwing sports equipment) that is designed to intimidate the individual.

Emotional abuse may not include – age appropriate coaching methods, physical conditioning, motivation, team building, appropriate discipline, or improving athletic performance. Constructive criticism about an athlete's performance is not emotional misconduct. Emotional misconduct must have a sustained and/or repetitive component or be seen as a course of conduct, not a single event.

Acts that deny attention and support are examples of emotional misconduct-

- Ignoring an athlete for extended periods of time
- Giving an athlete "the silent treatment" on a regular basis
- Routinely or arbitrarily excluding participants from practice

It is noted that those who are in violation of USA Taekwondo's policy on Bullying, Threats and Harassment may or may not also be in violation of USA Taekwondo's emotional abuse policy.

In cases where there may be a conflict regarding the definition of emotional abuse/misconduct, emotional abuse or misconduct as defined in federal and state law take precedence.

Upon proof of violation of USA Taekwondo's Emotional Abuse policy, the offender will be subject to appropriate disciplinary action. These actions may include suspension or expulsion from USA Taekwondo and referral to law enforcement authorities.

8. Bullying, Threats and Harassment Policy

USA Taekwondo does not tolerate Bullying, Threats and Harassment.

USA Taekwondo requires all people who participate in USA Taekwondo activities (including but not limited to athletes, employees, directors, volunteers, members and coaches) to provide an environment which is conducive to a fun and enjoyable environment to practice the sport of USA Taekwondo, therefore an environment that is free from bullying, threats or harassment.

Bullying

Bullying is the use of manipulation or coercion to obtain control of another individual. Bullying involves a pattern of intentional behaviors, both physical and non-physical in nature that seeks to isolate or intimidate a participant.

Bullying extends to both physical intimidation including but not exclusive to punching, kicking or choking and also to verbal behaviors and additionally to the use of electronic media inclusive of social media and cell phones.

Bullying and Harassment does not include group or team behaviors that are reasonably designed to establish normative team behavior or promote team cohesion.

Threats

A threat is an express wish to physically injure or cause harm to someone else. This may be expressed in any form – physically, verbally or via electronic means.

Threats may be directed at a participant or alternatively may be directed via a third party.

Harassment

Harassment is a pattern of behaviors that seek to do one or more of the following: cause fear, humiliation, and annoyance, offend, degrade, create a hostile environment, or reflect discrimination in any way. Harassment may also include behaviors that have the purpose or effect of creating an offensive, intimidating or hostile environment.

Racial harassment is covered by this policy and includes the making of negative comments on any USA Taekwondo member's skin color, or ethnicity inclusive of the display of offensive materials or symbols.

Sexual orientation harassment is also covered by this policy. It is the USA Taekwondo policy that participation in USA Taekwondo is open to all regardless of sexual orientation. USA Taekwondo expressly prohibits discrimination in any fashion on the basis of one's sexual orientation.

Unwelcome sexual advances, requests for sexual favors, or verbal or physical conduct may constitute sexual harassment, even if the harasser and participant being harassed are of the same gender and whether or not the participant resists or submits to the harasser when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a participant's participation in any activity
 - Submission to or rejection of such conduct by a participant is used as the basis for decisions affecting the participant; or
 - Such conduct is sufficiently severe, persistent, or pervasive such that it limits a participant's ability in or benefit from a program or activity or it creates a hostile or abusive environment

Protected Classes may include age, mental or physical disability, marital status, race, national origin, religion, gender, sexual orientation or any other legally recognized protected class.

Additional examples of harassment include:

- Withholding or reducing practice time or competition from the athlete based on legally protected grounds
- Making negative or disparaging comments about a participant's age, mental or physical disability, marital status, race, national origin, religion, gender, sexual orientation, or other legally protected grounds.

Apparent Authority – Regardless of the title or position, no person, or USA Taekwondo participant, has the authority (expressed, actual, apparent or implied) to harass, bully, threaten, or discriminate against another USA Taekwondo participant.

Ignoring Misconduct – The act of ignoring bullying, threats, or harassment is also prohibited. While other team members are often the perpetrators of harassment, sexual harassment, bullying, or threats, it is a violation of this policy if a coach or other responsible adult knows of or should know of the misconduct but takes no action to intervene on behalf of the targeted athlete or participant.

Harassment is also defined as any act or conduct described as harassment under federal or state law.

Upon proof of violation of USA Taekwondo's Bullying, Threats & Harassment policy the offender will be subject to appropriate disciplinary action. These actions may include suspension or expulsion from USA Taekwondo and referral to law enforcement authorities.

9. Hazing Policy

USA Taekwondo does not tolerate Hazing.

USA Taekwondo expressly prohibits the practice of initiation ceremonies or hazing with the purpose or effect of causing embarrassment, offense, or otherwise degrading the victim(s). Hazing includes conduct that is intimidating, humiliating, offensive, or physically harmful. Hazing is typically an activity that serves as a

condition for joining a group or being socially accepted by a group's members.

This prohibition does not prohibit team building activities designed to establish team bonds, and do not have potential to cause harm to a participant, coach, volunteer, director, employee or member of USA Taekwondo.

For example, acceptable behaviors may include a younger player or rookie bringing in equipment at the end of practice.

Examples of Hazing:

- Verbal abuse
- Threats or implied threats
- Sexual simulations or sexual acts of any nature
- Forced or coerced alcohol or other drug consumption
- Beating, paddling, or other forms of physical assault
- Tying, taping or otherwise physically restraining a participant
- Hazing regardless of willing cooperation or participation in activities
- Sleep deprivation, or the withholding of water, and/or food
- Social actions (e.g. grossly inappropriate or provocative clothing) or public displays (e.g. public nudity) that are illegal or meant to draw ridicule

The act of ignoring hazing is also prohibited, particularly when an adult with supervisory authority ignores misconduct.

Hazing includes any act or conduct described as hazing under federal or state law.

Upon proof of violation of USA Taekwondo's Hazing policy the offender will be subject to appropriate disciplinary action. These actions may include suspension or expulsion from USA Taekwondo and referral to law enforcement authorities.

10. Professional Conduct Policy

Professional conduct covers the general conduct of USA Taekwondo members attending any USA Taekwondo function or sanctioned event.

The expectation is that USA Taekwondo attendees, including those who are not members of the organization are required to behave in professional manner towards USA Taekwondo Directors, USA Taekwondo Staff, USA Taekwondo Members, USA Taekwondo Coaches, USA Taekwondo Technical Officials and all fellow attendees of that event inclusive of non-USA Taekwondo members.

Violation of professional conduct includes, but is not limited to, the following:

- Inappropriate language, including the use of profanity and the use of raised or aggressive language
- Inappropriate physical contact, to be clear, with the exception of a handshake, or invited contact, no physical contact should be made with a fellow attendee.
- Lack of hygiene, in that all attendees are expected to carry a reasonable level of personal hygiene at each event or function.
- Disruption, behavior to disrupt the flow of play or the otherwise course of an event is considered professional misconduct.

11. Reporting

Every Participant in any USA Taekwondo Member Program must report:

- Actual or perceived violations of the USA Taekwondo SafeSport Strategy, Policies & Procedures including Minor Athlete Abuse Prevention Policies;
- Any violations of sexual abuse, physical abuse, emotional abuse, bullying, threats or harassment, hazing, or any of the Minor Athlete Abuse Protection policies
- Suspicions or allegations of child physical or sexual abuse to the U.S. Center for SafeSport or the appropriate USA Taekwondo responsible parties as stated in section 2; and
- All cases involving suspicions or allegations of child physical or sexual abuse, every employee or volunteer of a USA Taekwondo Member Program must also report to the appropriate law enforcement authorities.

Who Must Report?

Any member, volunteer, participant, employee, director, coach, referee, umpire, official, club director, owner, club operator, tournament director, medical personnel, or contractor of USA Taekwondo must report both actual and perceived breaches of any policy outlined in this documentation. Where appropriate they should ensure they report to both USA Taekwondo and additionally to the local law enforcement authorities. In cases including sexual misconduct, they should report to the U.S. Center for SafeSport.

- Child physical or sexual abuse – suspicions or allegations must be made to the appropriate law enforcement authorities. Reports should also be made to the U.S. Center for SafeSport, and to USA Taekwondo responsible parties as stated in section 2 or Athlete’s Advisory Council (AAC) Representative.
- Grooming Behaviors – all questions or concerns related to inappropriate, suspicious or suspected grooming behavior should be directed to the U.S. Center for SafeSport, USA Taekwondo and/or appropriate law enforcement authorities.

It is vital that no individual hesitates in reporting either violations or perceived violations. DO NOT attempt to evaluate the credibility of any claim and instead refer to the U.S. Center for SafeSport, USA Taekwondo and to the local authorities.

To Whom Do I Report

Suspicions or allegations of violations that include a sexual misconduct element should be reported to the U.S. Center for SafeSport. There are no fees associated with filing a report. The Center for Safesport has exclusive jurisdiction over sexual misconduct and discretionary jurisdiction over emotional/physical misconduct and violations of the MAAPP. Violations relating to emotional/physical abuse and violations of the MAAPP should be reported directly to USA Taekwondo's responsible parties as stated in section 2 without delay. In the event the allegation is made against the Executive Director (CEO), the allegation must be made to the Chair of the Board of Directors.

In some instances, a victim may feel more comfortable reporting to their responsible person within the affiliated or associated club, it is entirely appropriate that they be able to do this. In this instance the local responsible person will co-ordinate with the USA Taekwondo responsible parties as stated in section 2 to ensure a quick and effective investigation.

What Information Do I need to make a Report?

USA Taekwondo encourages victims and those reporting to do so in the way most comfortable for them, be that email, online, in person or by telephone.

Reports may be in writing, or verbal, and may be made in person, anonymously, online or over the phone.

For online reporting of sexual misconduct visit: <https://uscenterforsafesport.org/report-a-concern>

For online reporting of other violations of the policy: <https://usat.wufoo.com/forms/zo06jz611xxxon/>

An individual has the absolute right, as far as the law allows, to report anonymously if they wish to do so, however it is strongly encouraged the following information is included in your report;

- Name of the complainant or complainants
- Type of Misconduct alleged
- Name or Names of the individuals alleged to be committing misconduct or misconducts
- Exact if known, approximate if not known dates of misconduct
- Names of any other individuals who it is believed may have (any) information regarding the misconduct
- Summary of reasons to believe the misconduct has taken place.

Will my report be treated confidentially?

USA Taekwondo commits that, and to the extent permitted by the law only, it will keep the reporters, victims and the accused perpetrators names confidential from the public and from members of USA Taekwondo. The individual responsible for the confidentiality of information is the Executive Director (CEO), except in the event where the Executive Director (CEO) is a party to the case, in this instance the responsible individual is the Chairman of the Board.

Can I report anonymously?

It is more difficult to effectively investigate and take action if reporting occurs anonymously. However, USA Taekwondo takes all reporting seriously and encourages members to report using the above information. However, if it is more comfortable for the reporter you can absolutely report anonymously simply by leaving your name and contact details off the form.

When reporting please include all the information you are aware of, as this will assist USA Taekwondo to investigate the matter effectively.

I've blown the whistle on an alleged offender, what protection am I afforded?

Regardless of the outcome of an investigation, it is the policy of USA Taekwondo and all member clubs or programs to support the complainant(s) and his/her right to express concerns in good faith. USA Taekwondo, nor any USA Taekwondo member club or program will encourage, allow, or tolerate attempts from any individual, group or organization to retaliate, punish, or in any way harm any individual(s) who reports a concern in good faith or otherwise participates in an investigation (e.g. as a witness). USA Taekwondo expressly prohibits retaliation before, during, or after the process (whether led by the Center or USA Taekwondo) of resolving an abuse or misconduct allegation. Such actions against a complainant, witness, or other participant in the process will be considered a violation of the USA Taekwondo SafeSport Program and grounds for disciplinary action and may also be subject to civil or criminal proceedings.

USA Taekwondo will make every effort to ensure that those named in a misconduct complaint or are too closely associated with those involved in the complaint, will not be part of the investigative team or efforts.

Bad Faith Allegations

USA Taekwondo has a policy of no tolerance to Bad Faith allegations. A report that is made in Bad faith, is malicious or frivolous will be considered in breach of this policy and face disciplinary action, which may result in the permanent suspension or expulsion from USA Taekwondo.

12. USA Taekwondo Response to Reports

USA Taekwondo shall not interfere in, attempt to interfere in, or influence the outcome of any Center investigation.

Referral of Child Abuse to Legal Authorities.

It is USA Taekwondo's policy to refer each report of child abuse to the relevant law enforcement body for that area and to cooperate fully with any investigation made by that law enforcement body. Additionally, each case will be referred to the U.S. Center for SafeSport, which has been granted authority by Congress – SafeSport Authorization Act of 2017 to investigate and resolve sexual misconduct incidents on its behalf. Any report received by the Organization of an allegation that falls within the Center's exclusive jurisdiction must be referred by USA Taekwondo directly to the Center immediately and no later than within 24 hours.

See <https://uscenterforsafesport.org/response-and-resolution> for details on the U.S. Center for SafeSport's resolution processes in relation to sexual misconduct incidents.

In non-sexual misconduct cases where law enforcement decides not to pursue the allegation further (e.g. determination that the criminal case cannot be proven beyond a reasonable doubt), USA Taekwondo may still take the following steps:

- Notify the alleged offender that their membership is temporarily suspended/terminated immediately,

- pending the outcome of an Ethics Committee investigation
- Inform the Ethics Committee Chair of the temporary membership suspension/termination and request that a Hearing Panel be set up to review the matter
- Conduct the Ethics Hearing on the matter and make a determination on the membership suspension/termination; make a recommendation
- Notify the alleged offender of the decision of the Ethics Committee Hearing Panel
- Implement the decision on membership suspension/termination
- Post to the USA Taekwondo website
- Notify all State Presidents

In some states, it is mandatory for a person holding any office (in this case, with USA Taekwondo), to report any suspicions to the authorities.

USA Taekwondo has a policy of no tolerance to both SafeSport violations as well as to Bad Faith allegations. A report that is made in Bad faith, is malicious or frivolous will be considered in breach of this policy and face disciplinary action, which may result in suspension or permanent expulsion from USA Taekwondo. When an allegation of a breach of any element of the USA Taekwondo SafeSport strategy is made and subsequently proven to have been made in bad faith, the individual will face similar and equivalent ramifications.

Hearings & Outcomes

During any Pending Judicial Action (as defined below) and in any case submitted to or under the permanent jurisdiction of the U.S. Center for Safe Sport, the Executive Director may impose such interim or temporary restrictions (including suspensions) as may be appropriate to protect the interests of USA Taekwondo and its constituents pending adjudication in the Pending Judicial Action or by the Center based on the factors set out in Center for Safe Sport Rule R-40.

For purposes of this section, "Pending Judicial Action" refers to any proceeding in a court of competent jurisdiction in which (a) criminal or civil claims are asserted against the member, and (b) the claims are asserted on the basis of facts that USA Taekwondo cannot or decides not to investigate internally, and (c) in which proceedings the defendant is afforded the right to defend against the claims under procedures that satisfy the constitutional requirements of due process. In the event that the Executive Director imposes such restrictions, the Executive Director shall offer the member an opportunity to be heard within five business days of the action concerning the propriety of the restrictions. Any temporary or interim restrictions may be appealed to the Board of Directors. In the event that a temporary or interim restriction that denies a member the opportunity to participate in an amateur athletic competition is affirmed by the Board of Directors, the member may seek review of the temporary or interim restriction by binding arbitration under the rules of the American Arbitration Association through Section 10 of the USOC Bylaws.

The Complainant, victim, and accused individual shall have the right to receive written notification of the hearing and be invited at their own expense to present relevant information. In cases not under the jurisdiction of the U.S. Center for SafeSport, USA Taekwondo shall notify a complainant within 48 hours when a complaint has been filed against them. The Complainant will be given 72 hours to confirm whether they wish to have a hearing regarding their matter. Once the desire for a hearing is confirmed, the Ethics Committee Chair will select a Hearing Panel to conduct a hearing for the accused after proper preliminary data gathering is complete by the responsible person as assigned by the Ethics Committee. Not fewer than twenty percent of the members of any Hearing Panel shall be athletes qualified for that purpose under Article 8 of the USOPC Bylaws.

All individuals have a right to a written summary of the decision made by the hearing panel, although the panel is recommended to consult with a legal counsel before making any findings public. Where the decision of the Ethics Committee is to permanently expel an individual, that individual has the right to make a written appeal to the Board of Directors of USA Taekwondo, whose decision is final. The appropriate sanction shall be up to the panel in each complaint and the panel will consider the following, in no particular order:

- Any legal proceedings and their outcome.
- If the individual poses a future risk to any person connected with USA Taekwondo.
- The seriousness of the offense or act.
- Age of the accused individual when the offense or act occurred.
- Any information produced by the accused individual, or on their behalf, to the effect of their rehabilitation and/or good conduct.
- The interests of USA Taekwondo and its members, including its member clubs.

A sanction may range from a reprimand, formal warning, suspension of membership, or permanent expulsion from USA Taekwondo.

Where the sanction is less than permanent expulsion the individual or individuals will be expected to undergo further training to help them to reach appropriate levels of conduct.

USA Taekwondo tracks all reports via its safesport compliance spreadsheet and ensures that information related to the outcome as well as how the allegations were responded to is tracked within the spreadsheet.)

13. Compliance Monitoring of SafeSport Strategy

The most important element of this SafeSport Strategy is the ability for our members, employees, volunteers, coaches and Directors to be actively involved in monitoring it across the United States.

Everyone has a responsibility to monitor the USA Taekwondo SafeSport Strategy but below USA Taekwondo has allocated some specific areas where individuals are expected to be particularly vigilant:

USA TAEKWONDO (National Level)

- USA Taekwondo National personnel (including members of the Board of Directors, councils, and committees, and national office staff) are required to complete SafeSport misconduct prevention training, and have been screened as a condition of holding that position
- Reporting: USA Taekwondo shall promptly address all reports of misconduct (SafeSport reports) and make all reports as required under SafeSport Program or applicable law.

Team Coaches:

- A coach should oversee the correct participation in the SafeSport Strategy of his team, especially the Locker Room Policy (see attachments), Social Media Policy (see attachments) and Travel Policy (see attachments).
- Coaches are encouraged to ensure that other coaches involved with practice or competitions are properly qualified by USA Taekwondo, including a current background check.

USA Taekwondo Clubs

- USA Taekwondo clubs are required to ensure that a coach has received their proper background check and screening and have proper USA Taekwondo coaching experience, certification, and accreditation before allowing contact with players. Club Coaches are required to be USA Taekwondo Members.
- USA Taekwondo clubs are required to ensure that any individual involved in their club are USA Taekwondo members AND have passed a current background check before having any exposure to minors.
- USA Taekwondo Clubs should promptly report any violation of this strategy to USA Taekwondo responsible parties as stated in section 2 or to the U.S. Center for SafeSport in relation to sexual misconduct violations.

14. Whose Responsibility is what area of SafeSport?

It is the responsibility of every member, employee, volunteer, medical staff member, coach, athlete and club to ensure that there is a culture of safety in the sport of Taekwondo.

15. Reporting Potential Violations and Temporary Measures to USOPC Office of Security & Athlete Safety.

USA-TKD will report any instances of possible misconduct as well as the imposition of temporary measures to the USOPC Office of Security & Athlete Safety when either (a) the allegation of prohibited conduct occurred at an Olympic & Paralympic Training Center or USOPC Delegation Event, or (b) the temporary measure concerns or affects a participant who might or will be attending a Delegation Event, have access to an Olympic & Paralympic Training Center, or receive a benefit and/or service from the USOPC.

16. Data of Matters addressed by the Organization

USA Taekwondo will keep a record of all reported allegations of emotional and physical misconduct, Minor Athlete Abuse Prevention Policy (MAAPP) violations, and retaliation within its SafeSport reporting spreadsheet.

LAOS do not investigate, resolve, track or submit case data. USA Taekwondo is responsible for receiving, investigating, resolving, and tracking all reports, in addition to all data submissions to the Center.

Data annually reported to The Center will include:

1. Reports of emotional and physical misconduct made to USA Taekwondo or its local affiliated Organizations.
 - a. Total reported incidents of alleged emotional misconduct
 - b. Total reported incidents of alleged physical misconduct
 - c. Total number of investigations of alleged emotional misconduct
 - d. Total number of investigations of alleged physical misconduct
 - e. Total number of violations for emotional misconduct adjudicated by USA Taekwondo, separated by cases adjudicated by USA Taekwondo and cases adjudicated by our local affiliated organizations
 - f. Total number of violations for physical misconduct adjudicated by USA Taekwondo, separated by cases adjudicated by USA Taekwondo and cases adjudicated by our local affiliated organizations
2. Reports to USA Taekwondo or its local affiliated organizations that a Participant violated the Minor Athlete Abuse Prevention Policies (MAAPP)
 - a. Total reported incidents of alleged violations of the MAAPP, by policy type

- b. Total number of investigations of alleged violations of the MAAPP
 - c. Total number of violations of the MAAPP, separated by cases adjudicated by USA Taekwondo and cases adjudicated by its local affiliated organizations
3. Reports to USA Taekwondo or its local affiliated organization that a Participant engaged in Retaliation
- a. Total reported incidents of alleged retaliation
 - b. Total number of investigations of alleged retaliation
 - c. Total number of violations of retaliation policy separated by cases adjudicated by USA Taekwondo and cases adjudicated by our local affiliated organizations

Attachment 1

SAMPLE WRITTEN PERMISSION FOR A LICENSED MASSAGE THERAPIST OR OTHER CERTIFIED PROFESSIONAL OR HEALTH CARE PROVIDER TO TREAT A MINOR ATHLETE

I, _____, legal guardian of _____, a minor athlete, give express written permission, and grant an exception to the Minor Athlete Abuse Prevention Policy for _____ (massage therapist or other certified professional) to provide a massage, rubdown and/or athletic training modality on _____ (minor athlete) on _____ (date) at _____ (location). The massage, rubdown or athletic training modality must be done with at least one other adult present in the room and must never be done with only _____ (minor athlete) and _____ (massage therapist or other certified professional) in the room. I acknowledge that I have the right to observe the massage, rubdown or athletic training modality. I further acknowledge that this written permission is valid only for the dates and location specified herein.

Legal Guardian Signature: _____

Date: _____

Attachment 2

SAMPLE WRITTEN PERMISSION FOR A MENTAL HEALTH CARE PROFESSIONAL OR HEALTH CARE PROVIDER TO HAVE ONE-ON-ONE INTERACTION WITH A MINOR ATHLETE

I, _____, legal guardian of _____, a minor athlete, give express written permission, and grant an exception to the Minor Athlete Abuse Prevention Policy for _____, a mental health care professional and/or health care provider, to have a one-on-one interaction with _____ (minor athlete) in conjunction with participation in the sport of swimming on _____ (date) from _____ am/pm to _____ am/pm.

I acknowledge that this one-on-one interaction may be a closed-door meeting, provided that the door remains unlocked; another adult is present at the facility; and the other adult at the facility is advised that a closed-door meeting is occurring. I further acknowledge that this written permission is valid only for the dates and location specified herein.

Legal Guardian Signature: _____

Date: _____

Attachment 3

SAMPLE WRITTEN PERMISSION FOR AN UNRELATED APPLICABLE ADULT TO TRAVEL TO COMPETITION ALONE WITH MINOR ATHLETE

I, _____, legal guardian of _____, a minor athlete, give express written permission, and grant an exception to the Minor Athlete Abuse Prevention Policy for _____ (minor athlete), to travel with _____ (Applicable Adult), to travel from _____ (point of origin) to _____ (destination) to attend the _____ (name of competition) from _____ to _____ (dates of travel to competition).

I acknowledge that _____ (minor athlete) cannot share a hotel room, sleeping arrangement or other overnight lodging location with _____ (Applicable Adult) at any time. I further acknowledge that this written permission is valid only for the dates and location specified herein.

Legal Guardian Signature: _____

Date: _____

Attachment 4

SAMPLE WRITTEN PERMISSION FOR AN UNRELATED APPLICABLE ADULT TO PROVIDE LOCAL TRANSPORTATION TO MINOR ATHLETE

I, _____, legal guardian of _____, a minor athlete, give express written permission, and grant an exception to the Minor Athlete Abuse Prevention Policy for _____, an unrelated Applicable Adult to provide local vehicle transportation to _____ (minor athlete) to _____ (destination) on _____ (date(s))

at _____ (approximate time), and further acknowledge that this written permission is valid only for the transportation on the specified date and to the specified location.

Legal Guardian Signature: _____

Date: _____