



REPORTING POLICY ADOPTED DECEMBER 2013

It is the policy of RMFSC 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 RMFSC 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: Suspicious or allegations of child physical or sexual abuse should be reported first to Colorado law enforcement. Reports can be made by phone at (303) 866-5932 or online at: <http://www.colorado.gov/cs/Satellite/CDHS-ChildYouthFam/CBON/1251590165629>
2. Report to U.S. Figure Skating: Suspicious or allegations of child physical or sexual abuse should be reported to U.S. Figure Skating by sending a detailed description of the abuse situation to safesport@usfigureskating.org
3. Report to RMFSC: Suspicious or allegations of child physical or sexual abuse should be reported to any of the RMFSC Reporting Contacts:
 - a. Terri Sherman, SafeSport Compliance Chair
 - b. Brenda Bowers, RMFSC Board President
 - c. Brianna Hoppes, RMFSC Board Member
 - d. Malia Wildman, SafeSport Designated Contact

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 RMFSC SafeSport Reporting Contacts.

Violations of RMFSC SafeSport Policies or USFS SafeSport Program Handbook

1. Report to U.S. Figure Skating: Violations of any of the RMFSC 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.
2. Report to RMFSC: Violations of any of the RMFSC SafeSport Policies or the USFS SafeSport Program Handbook should be reported to any of the RMFSC 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 RMFSC SafeSport Policies, and U.S. Figure Skating's Policy on Harassment and Abuse.

Violations of RMFSC Club Policies or Codes of Conduct

Violations of RMFSC Club Policies or Codes of Conduct should be reported to any of the RMFSC Reporting Contacts as listed above. For a violation of a Code of Conduct, the member may file a written complaint with the RMFSC Board of Directors pursuant to Article X of the RMFSC by-laws. 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.**

Confidentiality

RMFSC 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 or RMFSC to investigate the claim.

Colorado 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 RMFSC Reporting Contacts, or send an email to U.S. Figure Skating at safesport@usfigureskating.org.

More information on the SafeSport Program can be found on the RMFSC website at www.rmfs.org or the U.S. Figure Skating website at www.usfsa.org.