



A. INTRODUCTION

Mission of membership organization

- a. As a member organization of USRowing, [Quinsigamond Rowing Club \(QRC\)](#) its employees, contractors, officials, board members, members and organizational members are required to comply with the U.S. Center for SafeSport Code including its reporting requirements, available here:
<https://uscenterforsafesport.org/wp-content/uploads/2022/02/2022-SafeSport-Code.pdf>
- b. Reporting sexual misconduct and child abuse:
<https://uscenterforsafesport.org/report-a-concern/>
- c. Reporting non-sexual misconduct:
https://usrowing.org/sports/2018/4/13/18827_132107104230772015.aspx

DEFINITIONS (pertaining to the specific club, of misconduct categories)

- a. Any definitions pertaining to specific Membership Organization
 - a. **QRC:** Refers to the Quinsigamond Rowing Club and the QRC board
 - b. **QRC Member:** adult (18+) rower
 - c. **QRC reporting**

Training Requirements

- a. SafeSport
 - a. Definition
 - b. If the training is required or not
 - c. Required training: coaches, employees and board members
 - i. must offer and give consistent training related to the prevention of child abuse: (1) to all adult members who are in Regular Contact with amateur athletes who are minors and (2) subject to parental consent, to members who are minors.

Screening Process

- a. Background checks
 - b. **Any Adult Participant who is in a position of authority over athletes of any age or who has is required to complete a background check every two years and to annually complete the on-line SafeSport training course or SafeSport training refresher course.**
 - i. employees, coaches and board members.
- c. Criminal histories
 - d. Any background check that results in a report of a disposition or resolution of a criminal proceeding, other than an adjudication of not guilty, for any of the below criminal offenses will be subject to QRC's policies and procedures to determine the individual's level of access and involvement.
 - e. It is a violation of the Policy for a participant to have a criminal charge or disposition. Criminal Conduct is relevant to an individual's fitness to participate in sport. The age of a

Criminal Charge or Disposition is not relevant to whether a violation of this Policy occurred but may be considered for sanctioning purposes.

- f. Sex Offender Registry: A Participant who is currently on any state, federal, territorial, or tribal sex offender registry is ineligible to be a Participant.

Reporting Requirements

a. Violations of nonsexual misconduct can be reported by submitting an incident report to QRC. USRowing encourages initial reporting of such matters to the relevant Member Organization. If, following review by the QRC, the issue remains unresolved or is not susceptible to resolution at the QRC level, it may be reported to USRowing using the USRowing reporting form found [here](#).

b. Violations of sexual misconduct must be reported directly to the U.S. Center for SafeSport and appropriate local authorities. Any report received by USRowing or QRC of an allegation that falls within the Center's exclusive jurisdiction must be referred directly to the Center immediately and no later than within 24 hours. Such reports to the Center should be made through the reporting form found here: <https://uscenterforsafesport.org/report-a-concern/>.

Conduct

- a. Please refer to the USRowing SafeSport policy for more information.
- b. All Participants are bound by and must comply with this Policy as well as the Code. Participants are responsible for knowing the information outlined and have expressly agreed to this Policy and the Code, including the applicable policies and procedures.
- c. Participation in USRowing licensed and sanctioned activities is a privilege, not a right. Such participation may be limited, conditioned, suspended, terminated, or denied if a Participant's conduct is or was inconsistent with the Code, this Policy, and/or the best interests of the sport of rowing and those who participate in it.
- d. The QRC formally adopts the definitions of Prohibited Conduct contained in the Code and set forth below. Any changes to the Code's categories and definitions of misconduct are immediately adopted by QRC and effective upon the Center's publication of them unless otherwise noted. Prohibited Conduct includes but is not limited to:
 - a. Criminal Charge or Disposition
 - b. Child Abuse
 - c. Sexual Misconduct
 - d. Emotional and Physical Misconduct, including Stalking, Bullying, Hazing, and Harassment
- e. All Participants must familiarize themselves with each form of misconduct and the policies and must refrain from engaging in misconduct and/or violating any of these policies.

Misconduct and examples

- d. Emotional misconduct
- e. Physical misconduct
- f. Bullying
- g. Hazing
- h. Harassment
- i. Threats
- j. Sexual misconduct & child abuse
 - i. All persons within the jurisdiction of QRC shall comply with the Sexual Misconduct and Child Abuse policies of the SafeSport Code. Any violation of the Code by a Participant shall subject such person to appropriate disciplinary action by the Center and/or

- USRowing, including, but not limited to, suspension, permanent suspension, and/or referral to law enforcement authorities.
- ii. Prohibited Conduct and Jurisdiction: The Center shall have authority and jurisdiction over the investigation and resolution of any allegations of violations by any Participant of the Sexual Misconduct policies set forth in the Code, which prohibit sexual behavior involving minors by any adult Participant and in some cases between minors, including without limitation.
 1. Sexual or Gender-related Harassment
 2. Non-consensual Sexual Contact
 3. Non-consensual Sexual Intercourse
 4. Sexual Exploitation
 5. Bullying or Hazing or Other Inappropriate Conduct of a sexual nature
 6. Power imbalance examples found in SafeSport Policy
 - iii. The Center shall also have exclusive jurisdiction to investigate and resolve allegations that a Participant has a Criminal Charge or Disposition involving Child Abuse or Sexual Misconduct.
 - iv. The Center shall also have authority and exclusive jurisdiction over any conduct described in the Code as Aiding and Abetting when it relates to the Center's Process, Misconduct Related to Reporting where the underlying allegation involves Child Abuse or Sexual Misconduct (including failing to report to the Center and intentionally filing a false allegation), and Misconduct Related to the Center's Process (including an abuse of process and retaliation). The behaviors or conduct prohibited by the Code may be found here: <https://www.uscenterforsafesport.org>.
 - v. The Center shall also have authority and jurisdiction over the investigation and resolution of reports or allegations of USRowing SafeSport policies other than Sexual Misconduct (e.g., Physical Misconduct, Bullying, etc.) where such conduct is reasonably related to and accompanies a report or allegations involving Sexual Misconduct.
 - vi. Notwithstanding the forgoing, prior to the Center expressly exercising such jurisdiction, USRowing and the QRC board retain the authority to address any allegations of sexual abuse or misconduct on a temporary basis, including through issuance of summary suspension over a credibly accused Participant.
 - vii. Upon the Center's issuance of a Notice of Exercise of Jurisdiction, any temporary suspension, discipline, or other measures previously imposed by USRowing, or QRC will be automatically and immediately adopted by the Center as its own, will be applicable throughout the Center's jurisdiction, and will remain in effect unless and until the Center modifies those measures. Once the Center exercises jurisdiction over particular allegations regarding a particular Participant, neither USRowing nor QRC may issue a new suspension in response to those allegations. However, USRowing and QRC may put in place any necessary safety plan(s) or interim measure(s) short of those measures that may deny or threaten to deny a Participant's opportunity to participate.

Jurisdiction

A. Exclusive jurisdiction

- a. **The Center has the exclusive jurisdiction to investigate and resolve allegations that a Participant engaged in one or more of the following:**

- i. Sexual Misconduct, including, without limitation, child sexual abuse and any misconduct that is reasonably related to an underlying allegation of Sexual Misconduct
- ii. Criminal Charges involving Child Abuse or Sexual Misconduct
- iii. Misconduct Related to Reporting, where the underlying allegation involves Child Abuse or Sexual Misconduct
- iv. Aiding and Abetting, when it relates to the Center's process.
- v. Misconduct Related to the Center's Process
- vi. Other Inappropriate Conduct, as defined in the Code.

B. Discretionary jurisdiction

- a. **USRowing has jurisdiction, and the Center has discretionary jurisdiction, to investigate and resolve allegations that a Participant engaged in one or more of the following:**
 - i. Non-sexual Child Abuse
 - ii. Emotional and physical misconduct, including stalking, bullying behaviors, hazing and harassment.
 - iii. Criminal Charges not involving Child Abuse or Sexual Misconduct
- b. USRowing has the authority and jurisdiction to investigate and address any allegations of violations of this Policy and/or the Code that are not within the Center's exclusive jurisdiction, provided that, in the event that the Center does exercise its jurisdiction, USRowing, and/or QRC shall no longer exercise jurisdiction over the matter.

QRC's reporting and investigation process**C. Jurisdiction notification & reporting**

- a. **USRowing promptly informs an identified reporting party of its jurisdictional determination regarding their report to USRowing, communicating that the matter either is being referred to the Center, is being addressed by USRowing, or is being referred to the QRC board.**
- b. USRowing has a mandatory reporting policy that comports with the mandatory reporting of child abuse provisions in the SafeSport Code, including mandatory reports to law enforcement, compliance with any other applicable reporting requirements under state law, and mandatory reports to the Center.
- c. Although USRowing strongly encourages all Participants to report allegations of Prohibited Conduct, adult Participants are mandatory reporters under this Policy. If an adult Participant learns of any allegation of Prohibited Conduct, they must report the allegation as follows:
 - i. If a Participant becomes aware of an allegation of Sexual Misconduct or Child Abuse, or Retaliation the Participant **MUST** report this to the Center immediately and report Child Abuse to Law Enforcement.
- d. **IMPORTANT:** If an adult Participant learns of information and reasonably suspects that a Minor has suffered an incident of Child Abuse (to include neglect, physical, emotional, and sexual abuse), they must report this to law enforcement (or in some states child protective services) and the Center immediately. Filing a report with the Center does not satisfy the reporting requirement to law enforcement.

D. Reporting Sexual Misconduct

- a. All reports of Sexual Misconduct must be reported directly to the Center at www.uscenterforsafesport.org or (833)-587-7233. No statutes of limitation apply to reports of incidents of Sexual Misconduct. All such reports received by USRowing or QRC Board (via board@qrcrowing.org) will be forwarded to the Center. Reporting such conduct to the Center does not satisfy an Adult Participant's obligation to report to law

enforcement or other appropriate authorities consistent with federal law. Any report received by USRowing or the QRC Board of an allegation that falls within the Center's exclusive jurisdiction must be referred by USRowing or the Member Organization directly to the Center immediately and no later than within 24 hours.

- E. Reporting non-sexual misconduct
- a. The QRC board will take a report in the way that is most comfortable for the person initiating the report including an anonymous, in-person, verbal, or written report. Regardless of the method of reporting, it is helpful to USRowing to get the following information:
 - i. The name of the Claimant(s)
 - ii. The type of misconduct alleged
 - iii. The name(s) of the alleged victims(s)
 - iv. The name(s) of the individual(s) alleged to have committed the misconduct.
 - b. Individuals may report non-sexual misconduct to USRowing by completing an Incident Report Form. Required information on this form will include:
 - i. The name(s) of the Claimant(s)
 - ii. The type of misconduct alleged
 - iii. The name(s) of the individual(s) alleged to have committed the misconduct
 - iv. The approximate date(s) and location(s) where the misconduct was committed
 - v. The names of other individuals who might have information regarding the alleged misconduct
 - c. A summary statement of the reasons to believe that misconduct has occurred.
 - d. Except for mandatory reporting to the authorities and the Center, USRowing will withhold the Claimant's name upon request, to the extent permitted by law. A copy of the USRowing Incident Report form can be found here:
https://usrowing.org/sports/2018/4/13/18827_132107104230772015.aspx.
- F. **Confidentiality:** To the extent permitted by law, and as appropriate, USRowing will handle any report it receives confidentially and discretely and will not make public the names of the Claimant(s), potential victim(s), or accused person(s); however, USRowing may disclose such names on a limited basis when conducting an investigation, or reporting to the Center, or reporting to law enforcement authorities.
- G. **Anonymous Reporting:** QRC recognizes that it can be difficult to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. Anonymous reports may be made without the formality of completing an Incident Report Form by:
 - a. Completing (without including a name) an Incident Report Form found here:
https://usrowing.org/sports/2018/4/13/18827_132107104230772015.aspx
 - b. Expressing concerns of misconduct to USRowing directly
 - c. Expressing concerns to the Safe Sport Protection Team at
USRowingSafeSport@usrowing.org
- H. As appropriate, and at its discretion, USRowing may institute formal investigations and hearings to address serious allegations of misconduct under this Policy. Such investigations will be undertaken to address only the most serious allegations and patterns of behavior that may warrant significant sanctions.
- I. Where an investigation under this Policy is conducted by QRC the Respondent, Claimant, and/or accused shall have the right to:
 - a. Receive written notice of the report or complaint, including a statement of the allegations (reacted as appropriate)
 - b. Present relevant information to the investigator(s)

- c. Legal counsel, at his or her own expense
- J. The Director of Safe Sport is responsible for ensuring the response and resolution policy is being followed.

Enforcement

The enforcement of this Policy falls under the jurisdiction of the USRowing Disciplinary Committee, except:

- a. Allegations of sexual misconduct, which falls under the exclusive jurisdiction of the Center; and
- b. Allegations of non-sexual misconduct that the Center takes discretionary jurisdiction over.

USRowing shall recognize and enforce all penalties imposed by the Center, including lifetime bans. Temporary suspensions apply to the suspended person, but not to the suspended person's business. Final and non-appealable suspensions and bans apply to the person and any rowing-related business the suspended or ban person owns.

Collection of Data by USROWING

QRC must annually submit to USRowing data regarding:

- 1) Reports of emotional or physical misconduct made to the QRC board.
 - a) Total reported incidents of alleged emotional misconduct and/or alleged physical misconduct.
 - b) Total number of investigations of alleged emotional misconduct and/or alleged physical misconduct.
 - c) Total number of violations for emotional misconduct and/or physical misconduct adjudicated by USRowing, separated by cases adjudicated by USRowing and cases adjudicated by QRC
- 2) Reports to USRowing or the QRC board 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 separated by cases adjudicated by USRowing and QRC
- 3) USRowing is required to collect this information from the QRC board on a quarterly basis.

