

## **Columbia Figure Skating Club (CFSC)**

### **Locker Room Policy**

#### **2018-2019 Membership Year**

#### **As Recommended by US Figure Skating**

The Columbia Figure Skating Club (CFSC) is committed to creating a safe and positive environment for its members' physical, emotional, and social development, and ensuring that it promotes an environment free of misconduct.

CFSC's locker room policy, as detailed below, follows USFS SafeSport recommendations and guidelines for athlete protection as set forth in the USFS SafeSport Handbook dated July 1, 2017, and reflects CFSC's commitment to the safety of its members and event participants. CFSC complies with USFS recommendations and guidelines for athlete protection as a means to help protect its participants from physical abuse, sexual abuse, emotional abuse, and other types of misconduct, including but not limited to bullying, threats, harassment, hazing, and illegal drug and alcohol use.

USFS notes that athletes are particularly vulnerable in locker rooms/changing areas and restrooms due to various stages of dress/undress and because they are less supervised than at many other times. Athlete-to-athlete problems, misconduct, bullying, harassment, and hazing may occur when a coach or other responsible adult is not in a position to observe. Adherence to locker room/changing area policy enhances privacy and reduces the likelihood of misconduct in locker rooms.

#### **CFSC LOCKER ROOM POLICY:**

##### **Assignment of Locker Rooms and Locker Room Use**

1. Locker rooms will be assigned to skaters participating in CFSC events, as needed. For example, skaters participating in the annual *Nutcracker on Ice Show* and *Spring Show* will be assigned to specific locker rooms for the duration of the show, if their role in the performance necessitates a costume change.
1. Locker rooms will be gender specific. Only individuals of the same gender may enter a locker room. There will be no co-ed locker rooms.
2. When changing, skaters must use the locker room to which they have been assigned. They are not permitted to change in locker rooms assigned to other performers.

3. No costume changes are permitted in the Warming Room, where adults and skaters of both genders are present.
4. Parents/guardians wishing to remain with their children throughout the performance may elect to have their skaters not use their assigned locker rooms, but instead remain in the Warming Room and change in the restrooms adjacent to the Warming Room. Parents/guardians making this choice do so with the understanding that they are responsible for ensuring their children's privacy and safety by having their children change costumes in the restrooms.

### **Behaviors Prohibited in Locker Rooms**

5. Locker rooms are to be used by skaters for changing purposes only. Once changing is complete, skaters are expected to return to the Warming Room promptly. Remaining in the locker room to socialize with other performers or to wait off ice between on-ice times is not permitted. The Warming Room is to be used for these purposes. The Warming Room will be supervised at all times by two (2) adults identified and selected by CFSC.
6. **Any and all forms of physical abuse, sexual abuse, emotional abuse, substance abuse, and other forms of misconduct, including but not limited to bullying, harassment, hazing, threats, and drug and alcohol use are expressly prohibited in locker rooms at CFSC events and will not be tolerated. This includes all forms of abuse and misconduct involving an adult and a minor, two minors, or two adults.**

### **Locker Room Monitoring**

7. Each locker room will be monitored at all times during an event by adults of the same gender, who will be posted directly outside of the locker room to ensure that only skaters assigned to the locker room and adults providing brief costume assistance are permitted in the locker room.
8. Locker room monitors will periodically enter the locker rooms to check that CFSC's locker room policies are being followed by skaters and any adults present in the locker room.
9. Locker room monitors will be identified and selected by CFSC and assigned to locker room monitoring duty for specified periods of time during a CFSC event and who meet US Figure Skating SafeSport requirements for Locker Room volunteers They will wear badges to indicate that they are adults who have been granted permission by CFSC to be in the area where skaters are located.

10. Skaters should never enter an unattended locker room (i.e., a locker room that does not have a monitor stationed outside).

### **Parents/Guardians, Coaches and Other Adults in Locker Rooms**

11. Locker rooms are for skaters ONLY. Parents/guardians, coaches, and other non-skating persons are not to enter locker rooms except as outlined in Item 12.
12. For skaters age 11 and under, a Parent or guardian of the same gender as skaters are permitted inside of locker rooms if they are needed to provide brief costume, hair, or make-up assistance to a skater. In that case, the assistance should be provided expeditiously and the adult should depart the locker room as quickly as possible.
13. Adults may not enter a locker room without first informing the locker room monitor prior to entering.
14. Adults may not enter a locker room without another adult present in the locker room when there are any children unrelated to the two adults present in the locker room.
15. A parent/guardian can be alone in a locker room with their own child for the purposes of costume assistance only if no other unrelated child is present in the locker room.
16. Any adult entering a locker room must be wearing a badge to indicate that they are adults who have been granted permission by CFSC to be in the area where skaters are located. For show dress rehearsals and performances, CFSC provides one (1) parent/guardian backstage pass per skater as well as backstage passes to coaches involved in the show and adults volunteering as backstage crew members.

### **Use of Mobile and Digital Devices, including Mobile Phones, in Locker Rooms**

17. **The use of any and all types of recording and photographic devices, including but not limited to cell phones, still cameras, video cameras, and voice recording devices, is strictly prohibited inside of locker rooms.**
18. If phones or other mobile devices must be used, this should be done outside of the locker room.

### **Access to Locker Rooms by Emergency Personnel**

19. In the event of a medical situation or emergency, USFS officials working on behalf of the event (such as a doctor, physical therapist, chief referee) or emergency medical personnel will be permitted into the locker rooms.

### **Violations of Locker Room Policy**

20. Skaters, parents/guardians, coaches, and all other persons involved in CFSC events will be subject to disciplinary action for violation of CFSC's locker room policy or for engaging in any misconduct or abuse that violates CFSC Athlete Protection Policies, USFS SafeSport Policies, USFS Rulebook, Maryland State Law, or Federal Law.
21. If any concerns arise, locker room monitors must be notified immediately. The locker room monitors will immediately report any misconduct to the CFSC President, CFSC SafeSport Compliance Chair, and Show Directors (if the misconduct takes place during a show) for appropriate action.
22. **If locker room monitors suspect anyone in a locker room of having engaged in any form of sexual misconduct or abuse, physical abuse, or any other illegal behavior, or if locker room monitors are approached by a minor with allegations of sexual misconduct or abuse, physical abuse, or illegal activity, the monitors are required by USFS to contact local law enforcement immediately. They are also required by USFS to file a report with USFS for allegations of physical abuse and illegal activity and with US SafeSport for allegations of sexual misconduct or abuse. It is important to note that it is not up to the locker room monitors or anyone else affiliated with a CFSC event to ascertain the validity of the suspicions or allegations. This is the purview of local law enforcement.**

### **Notification to Event Participants of Locker Room Policy**

23. CFSC's locker room policy will be posted outside of each locker room during CFSC events in which locker rooms are utilized.
24. All participants in CFSC events in which locker rooms are utilized (for example, the annual *Nutcracker on Ice Show* and *Spring Show*) will be required to sign a copy of the Locker Room Policy indicating that they have read and understand the policy and pledge to adhere to it during CFSC events. This includes skaters, parents/guardians, coaches, and other adults involved in the event.

### **CFSC Does Not Monitor Public Rest Rooms**

**25.** CFSC does NOT monitor the public restrooms at the Columbia Ice Rink, where CFSC events and shows are held, as these rest rooms are open to the public and fall under the purview of the Columbia Ice Rink Management. Therefore, all participants in CFSC events use the public rest rooms available at the Columbia Ice Rink at their own discretion and risk. The public restrooms are located adjacent to the lobby and also adjacent to the Warming Room. Parents/guardians of minors participating in CFSC events assume the responsibility of ensuring the safety of their children when using the public restrooms.

I have read, understand, and agree to abide by the CFSC Locker Room Policy.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

I am a (circle one):

Skater

Parent/Guardian

Coach/Professional

Volunteer

Other Adult (please specify \_\_\_\_\_)

If skater is under 18:

I have read, understand, and explained the CFSC Locker Room Policy to my minor child. I agree, on behalf of my minor child, that he/she will abide by the CFSC Locker Room Policy.

\_\_\_\_\_  
(Signature of Parent/Guardian)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name of Skater)