

# SOCCKER RHODE ISLAND

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## Risk Management Policy



The Soccer Rhode Island Policies and Procedures were adopted by the Soccer Rhode Island General Council on August 27, 2001 and have been revised by vote of same council on the following dates:

- 1) January 28, 2002
- 2) August 26, 2002
- 3) August 25, 2003
- 4) January 26, 2004
- 5) April 26, 2004
- 6) August 30, 2004
- 7) October 25, 2004
- 8) April 25, 2005
- 9) August 29, 2005
- 10) November 15, 2005
- 11) January 30, 2006
- 12) April 24, 2006
- 13) August 28, 2006
- 14) October 30, 2006
- 15) January 29, 2007
- 16) May 14, 2007
- 17) August 13, 2007
- 18) October 22, 2007
- 19) August 25, 2008
- 20) October 20, 2008
- 21) August 31, 2009
- 22) October 19, 2009
- 23) March 29, 2010
- 24) November 15, 2010
- 25) September 26, 2011
- 26) March 27, 2012
- 27) August 27, 2012
- 28) March 25, 2013
- 29) August 25, 2014

**PRINCIPLES OF SOCCER RHODE ISLAND**

- 1010 **Lack of knowledge** of these rules will not relieve any coach, team official, parent, or player from the responsibilities and possible penalties herein. All clubs, team officials, parents, and players by their participation in SRI, agree to be bound by these rules.
- 1011 **SRI promotes good sportsmanship** by players, coaches, and spectators and expects the support of players and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating comments or actions directed at officials, players, coaches, team representatives, or spectators will not be tolerated and are grounds for removal from the site of the competition and for disciplinary action.
- 1012 Soccer Rhode Island is not responsible for any item lost or delayed through any means of conveyance.
- 1013 SRI agrees to abide by rules and regulations of governing bodies of which it is a member. All members of SRI will be given appropriate notice of these rules and regulations.
- 1014 **Use of Registrations.** SRI may use the membership mailing list for purpose only related to the promotion for the Good of The Game.
- 1200 **DEFINITIONS**
- 1201 **Registration** means the signing of intent to play the sport of soccer and the paying of fees to become a member of Soccer Rhode Island and the United States Youth Soccer Association (USYSA). (USYSA Rule 201.1)
- 1202 **Player** means a properly registered youth who has not reached his/her nineteenth (19<sup>th</sup>) birthday prior to August 1<sup>st</sup> preceding the beginning of the seasonal year.
- 1202.1 **Premier Player:** means a player registered to a SRI Premier club, or to a non-SRI member association a player registered to a team that participates in a league considered a premier league.
- 1203 **Recognized age division** means those age divisions listed in Section 1206. Boys and girls are recognized as separate age divisions.
- 1204 **Add** means the addition of a player to a team's roster (USYSA Rule 101.2)
- 1205 **Rostering** means the assignment of a registered player to a team (USYSA Rule 101.2)
- 1206 **A multi-year age division** means the age divisions as follows: Under (19, 18, 17), Under (16, 15), Under (14, 13), Under (12, 11), Under (10, 9), Under (8,7), and Under (6, 5). Policies applicable to the First numbered year within an age division apply to all of the following numbered year(s) within that same multi-year age division, except where otherwise specified herein.
- 1207 **Voluntary Release** means the removal of a player from a team's roster at the request of

the player. (USYSA Rule 101.2)

- 1207.1 Release** means the permanent removal of a player from a team's roster at the request of the player.
- 1207.2 Temporary Release** means the release of a player from one team's roster at the request of the player to play on another team's roster for a particular event (i.e. tournament play).
- 1208 Involuntary Release** means the removal of a player from a team's roster at the request of team authorities (USYSA Rule 101.2)
- 1209 A seasonal year** Means the period from September 1<sup>st</sup> and end on August 31<sup>st</sup> of the following calendar year. (USYSA Bylaw 106)
- 1210 Playing Season.** Means the individual seasons of fall outdoor, winter indoor and spring-summer outdoor.
- 1211 CLUB/ASSOCIATION** means an organization, affiliated with SRI, which has an identifiable membership of youth soccer players on whose behalf the organization conducts or engages in youth soccer activities. A club (sometimes referred to as a "league" or local association") is the basic administrative unit of SRI and of the United States Youth Soccer Association.
- 1212 Suspension** means the temporary withdrawal of rights and privileges such as, but not limited to: the rights to play, coach, or otherwise administer or participate (directly or indirectly) in the game of affiliated soccer. Any person or group (team, club, league, board, etc.) that has been suspended shall be in less than good standing for the entire term of the suspension with all rights and privileges withdrawn unless specifically stated otherwise by suspending authority. (USYSA Rule 101.2(8))
- 1213 Team** means a group of soccer players playing on the same side in soccer games. (USYSA Rule 101.1(7)).
- 1214 In-house team** means any team, which participates only in intra-club play, (a.k.a. Recreational/Developmental non-travel teams).
- 1215 Travel teams** means any team that participates in inter-club play.
- 1216 Competitive team** means any team for which the players are selected on the basis of talent or merit or any team for which tryouts are held or any team on which participation is by invitation. U10 and below teams may also be referred to as Recreational/Developmental travel teams.
- 1217 Recreational All Star Team** means an Intra-club Tournament Team whose roster only includes players selected from teams, which participate in the same Recreational or Recreational plus League.
- 1218 Club/Association Team** means a travel or competitive team composed of players who are listed on the team's roster for league play and which does not included guest players. (See

- USYSA Travel and Tournament Manual).
- 1219 **Premier Team** means a SRI Premier Club team or a non SRI member team that participates in a Premier League.
- 1220 **State Select Team** means the official "Select Teams" of SRI where players are chosen on a statewide basis from club teams. (USYSA Travel and Tournament Manual).
- 1221 **Tournament Team** means a team, which includes guest players and is put together for the sole purpose of playing in a tournament of other sanctioned, non-league competition. A tournament team exists only for the duration of a tournament.
- 1222 **League** means a structured group of 4 or more teams joined for the purpose of inter-team play under a common set of administrative and competition rules; and is differentiated from another league by the rules that govern the rostering of players to each league's teams, and the different terms used to describe each league do not necessarily reflect the level of ability or talent of teams participating in the league. (USYSA Rule 101.3(10))
- 1223 **In-House Leagues** (intra-club leagues) means those leagues in which every participating team is sponsored by the same club.
- 1224 **State Leagues** means those leagues sponsored or administered by the SRI Board of Directors.
- 1225 **Independent Leagues** means those leagues that do not meet the definitions of an intra-club, or state league.
- 1226 **Premier League** means an inter-club league in which no rules restricts the manner in which players may be rostered to participating teams, except for rules which:
1. Define and prohibit unethical recruiting behavior; OR
  2. Limit the participation of players previously rostered to another team.
- 1227 **Competitive Leagues** means those leagues in which competitive teams are permitted to participate.
- 1228 **Recreational League** means an intra-club league in which:
1. The use of tryouts, invitations, recruiting or any like process to roster players selectively to any team on the basis of talent or ability is prohibited; AND,
  2. The club administering the league accepts as participants in the league and all eligible youths (subject to reasonable terms of registration); AND
  3. A system of rostering players is employed for the purpose of creating a fair or balanced distribution of playing talent among all teams participating; AND,
  4. League rules require that each player play at least one-half (1/2) of each game except for reasons of injury, illness or discipline.
- 1229 A **club's home field** means the location of the field (s) where a majority of the club's home games are played.

- 1230 A team's **home field** means the home field of the club sponsoring the team
- 1231 **League Team** means a team which participates in regularly scheduled league play.
- 1232 **Guest Player** means a registered player participating in a competition for a team to which the player is not rostered for purposes of league play.
- 1233 **Intra-Club Tournament Team** means a Tournament Team whose roster includes players who are members of only one club.
- 1234 **Inter-Club Tournament Team** means a Tournament Team whose roster includes players whom are members of more than one club.
- 1235 **Transfer/Release** means the removal of a player from a team's roster at the request of the player, and the contemporaneous addition of the player to the roster of another team. This may be done on a temporary basis or a permanent basis depending upon the player's request.
- 1236 **Intra-club Transfers** means the removal of a player from a team's roster at the request of the player, and the contemporaneous addition of the player to the roster of another team from the same club.
- 1237 **Inter-Club Transfer** means the removal of a player from a team's roster at the request of the player, and the contemporaneous addition of the player to the roster of another team from a different club.
- 1238 **FIFA** means the Federation Internationale de Football Associations
- 1239 **USSF** means the United State Soccer Federation
- 1240 **USYSA** means the United States Youth Soccer Association
- 1241 **NCAA** means National Collegiate Athletic Association
- 1242 **RIIL** means Rhode Island Interscholastic League
- 1243 **NSCAA** means the National Soccer Coaches Association of America
- 1244 **Database** means any and all of the applications of the GotSoccer product or other product as approved by the council and as subscribed to by SRI.

**2320.2 RISK MANAGEMENT PROGRAM**

The intent of this policy and its rules and procedures is to reduce the risk of a Youth Member of Soccer Rhode Island (SRI) from becoming the victim of sexual or physical abuse.

**2321: Standard for Participation in SRI and its Affiliated Programs**

- 1)** A person may qualify for participation in SRI and its related activities and affiliated programs upon completion and passing of the screening process outlined below.
- 2)** A person may be disqualified and prohibited from serving as an employee or volunteer of SRI and its affiliates if:
  - a. the person has been convicted of any crime of violence against minors, or any crime which indicates the person may pose a risk to the safety and well-being of children under his/her direction and/or stewardship, including but not limited to:
    - i. Indecent assault and battery.
    - ii. Rape.
    - iii. Statutory rape.
    - iv. Rape of a child under sixteen with force.
    - v. Assault of a child with intent to commit rape.
    - vi. Assault with intent to commit rape.
    - vii. Kidnapping of a child.
    - viii. Felony possession or distribution and trafficking of narcotics or other controlled substances.
    - ix. Lewd and lascivious conduct.
    - x. Open and gross lewdness.
    - xi. Unnatural and lascivious acts with a child under sixteen.
    - xii. Violation of a restraining order involving physical or sexual abuse of a child.
    - xiii. Assault and battery of a child; liability of a person having custody.
    - xiv. Intent to commit any of the above crimes.
  - b. it is determined that: he/she has been adjudged liable for civil penalties or damages involving sexual or physical abuse of children, is subject to any court order involving sexual abuse or physical abuse of a minor, has had his/her parental rights terminated for reasons involving sexual or physical abuse of children; or
  - c. SRI or any one of its affiliates or members comes into possession of verified information that he/she has: a history with another Organization (volunteer, employment, etc.) of complaints of physical or sexual abuse of minors, resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to verified complaints of sexual or physical abuse of minors.

**2322: Uniformity of Standard**

- 1)** All personnel of SRI and its Members are subject to the same screening process and standards.

**2323: Applicability of Standard**

- 1)** The Membership associated with SRI shall screen their personnel pursuant to these rules.
- 2)** For purposes of these rules, Members consisting of individuals, Organizations, teams and Leagues shall be collectively referred to as the Membership or Members.

- 3) For purposes of these rules, personnel shall include, but not necessarily be limited to, officers, Members of the boards, administrators, coaches, managers, referees, instructors and staffs whether or not they receive compensation for the performances of their duties.
- 4) The Membership, Organizations, teams or Leagues may, in their discretion, apply the requirements of these rules to any other personnel including volunteers not carried on rosters, Membership or registration rolls and not specifically mentioned herein.
- 5) Any Member required under these rules to be screened who does not consent to the application of these rules shall not be allowed to participate in any activities of SRI and its affiliates.

## **2324: Screening Information**

- 1) The following information shall be gathered and used in the screening process of all personnel referenced in the above Applicability of Standard.
  - a. A Volunteer Disclosure statement must be completed and signed by all referenced personnel.
  - b. Criminal Offender Record Inquiry (CORI): All personnel shall be bi-annually reviewed by CORI.
  - c. Information from appropriate agencies that is relevant to the purpose of this committee.

## **2325: Screening Process**

- 1) SRI or its Membership, Organization, teams or Leagues shall collect Volunteer Disclosure statements with CORI consent from all individuals.
- 2) SRI or its Membership, Organization, teams or Leagues shall certify by letter and forward the names of all personnel to the State Risk Management Coordinator.
- 3) Each individual is required to complete and sign the Volunteer Disclosure statement which shall be reviewed bi-annually for as long as one remains a Member.
- 4) The State Risk Management Coordinator will collect all Disclosure Statements not processed by the local Risk Management Coordinator.
- 5) Individuals who fail the screening process, that is, refuse to complete and/or sign the Volunteer Disclosure Form, or for whom an unfavorable response is received as a result of a CORI type inquiry, shall not be accepted into SRI Membership or shall be terminated from Membership in SRI or suspended pending appeal.
- 6) The individual does have a right to appeal to the Risk Management Committee, which process is outlined below.

## **2326: Notification Process**

- 1) If the individual's record indicates risk to youth, the State or Local Risk Management Coordinator shall notify the individual shall be prohibited from participation in SRI.
- 2) Notification shall be in writing and indicate that the individual is not in compliance with SRI Policy.
- 3) Local Risk Management coordinators will forward any individual prohibited from participation in SRI to the State Risk Management Coordinator.



## **2327: Local Risk Management Coordinators**

- 1) SRI Members shall appoint a Risk Management coordinator who shall comply with screening process outlined above.
- 2) Local Risk Management Coordinators are to review and retain Volunteer Disclosure Statements.
- 3) Any Volunteer Disclosure Statement rejected must be returned to the applicant together with a letter rejecting or terminating Membership and starting the right of appeal. Copy of the rejection letter only must be forwarded to State Risk Management Coordinator.
- 4) The Local Risk Management Coordinator must keep a list of personnel within her or his club or Organization who have completed the annual disclosure statements.

## **2328: State Risk Management Coordinator**

- 1) The functions of the State Risk Management Coordinator are as follows:
  - a. Verify that SRI and its Membership, Organization, teams or Leagues have provided Volunteer Disclosure Statements and consent forms as required by screening process outlined above.
  - b. Collect and receive all envelopes containing returned Volunteer Disclosure Statements. These envelopes shall be opened and processed only by the State Risk Management Coordinator.
  - c. Construct a data base for all SRI personnel.
  - d. Maintain and update a separate database for all information sent, received and reviewed to or from CORI or any other relevant agency. This data base shall have password protection, known only to the State Risk Management Coordinator.
  - e. Safeguard all information per guidelines.
  - f. Receive, open and review all CORI reports.
  - g. Keep all completed Disclosure Forms, CORI reports, information pertaining to appeals and files containing the results of appeals in locked files except when in use by the State Risk Management Coordinator, the Risk Management Committee or an appeals panel.
  - h. If additional data entry personnel are used to process the forms only the Data Base information shall be seen by the additional personnel. If additional data entry personnel are used, they shall be instructed that failure to maintain the confidentiality of any of the information on the Information Page is grounds for dismissal. If a data entry service is used, that service must be informed of the confidentiality requirements regarding the forms.

## **2329: Risk Management Committee Responsibilities**

- 1) The committee shall:
  - a. Create and implement an appeal process.
  - b. establish or revise policies and procedures relative to the Risk Management program

## **2330: Membership**

- 1) The Committee shall consist of no more than five (5) Members.
- 2) The Risk Management committee Members shall serve for a term of one year
- 3) If a Member resigns, or is removed as a Member, the vacancy may be filled for the remainder of the existing term.
- 4) Members of the Risk Management committee shall be appointed by the President of SRI.

- 5) The official appointment or reappointment date shall coincide with the election of officers at the annual general meeting.

## **2331: Voting**

- 1) All committee action requires a majority vote of five committee Members except for the following:
  - a. removal of a Member which shall require a unanimous vote of all other committee Members
  - b. Actions by the committee as it apply to appeal hearings which are outlined under Appeal Process.

## **2332: Appeal Process**

- 1) If, as a result of the above referenced screening process, one's Membership in SRI is denied, terminated, or one's Membership is suspended pending appeal, that individual, hereinafter, "the Appellant", shall have the right to appeal to the Risk Management Committee, hereinafter, the "Committee".
- 2) The Appellant shall submit a request in writing to the State Risk Management coordinator at SRI requesting an appeal. Said request shall be submitted within ten (10) days of postmark date of notice of termination or denial or within ten (10) days of the date of letter if hand delivered. Failure to appeal within the allowable time period shall be considered a waiver of appeal and the decision for denial of Membership or termination of Membership shall stand. If an appeal is requested the State Risk Management Coordinator shall notify the Committee secretary who shall arrange for a hearing within fourteen (14) days of receipt of the request for a hearing or as soon as practicable thereafter. The hearing shall not be delayed more than sixty (60) days unless both the Appellant and the Risk Management Committee agree in writing. The hearing shall be held at the SRI office or any other convenient location at the discretion of the Committee. No less than three (3) Members of the committee shall sit for any hearing. A decision shall be rendered by a majority vote. The Appellant shall be notified by mail of the decision within seven (7) days of the hearing.

## **2333: Appeal Process Guidelines**

- 1) The hearings shall remain confidential
- 2) Any exhibits submitted by the Appellant shall be returned to the Appellant with the decision. Copies of those exhibits shall be retained in the hearing file.
- 3) At the hearing the Appellant may be represented by counsel. The Appellant may call witnesses, which witnesses shall remain sequestered until called.
- 4) The Appellant should be prepared to present their case within sixty (60) minutes. The chairman of the hearing shall have the discretion to extend the time if needed.
- 5) The Committee reserves the right to question the Appellant or witnesses during the sixty (60) minutes.
- 6) If the committee denies or terminates the Membership of the Appellant, the Appellant shall have the right to appeal that decision to the SRI Executive Board.
- 7) If no further appeal is exercised by the Appellant, the file shall be retained at the SRI office for one year from the date of the hearing and then destroyed.
- 8) Thereafter only a record that the hearing took place and the decision rendered shall be kept in a secure Risk Management file with the State Risk Management Coordinator. That record shall be kept for seven (7) years.

- 9) If the right of appeal from the Committee's decision is exercised by the Appellant the entire file shall be retained for one year after all avenues of an appeal including litigation are exhausted. After one year the file will be destroyed except for any Committee and appellate decision in possession of SRI which shall be kept for seven (7) years.
- 10) The Appellant shall have the responsibility of notifying the Committee of any reversal of the Committee decision by a higher appellate or court authority.

## **2334: Hearing Panels**

- 1) Hearing panels shall be comprised of not fewer than three (3) Members drawn from the Risk Management Committee.
- 2) The Committee Secretary shall set up each Hearing Panel using the following guidelines.
  - a. Impaneling shall be on a rotational basis, in alphabetical order by last name.
  - b. The State Risk Management Coordinator shall contact committee Members for their availability to participate in a hearing. Non-response within 24 hours shall be considered unavailability.
- 3) Contact for subsequent Hearing Panels shall start with the second person from the immediate prior panel (even if appeal has not yet been heard).
- 4) Record of the Members of each Hearing Panel, including the designated hearing chairperson, shall be kept in the appeal file.
- 5) If Membership is rejected or suspended as a result of the CORI report and/or, as a result of information presented at an appeal hearing, the Hearing Panel accepts a person for Membership or re-instates her or his Membership, no subsequent rejection or suspension of Membership will occur for the same matter except if there is some negative change noted on a subsequent Volunteer Disclosure Statement or as reported in a subsequent CORI report.

## **2335: Awareness Program**

SRI shall incorporate into its various literature and clinic programs educational/ awareness information as developed by the Risk Management Committee, or other authoritative sources as pertinent information becomes available.

## **2336: Miscellaneous**

- 1) Policies and procedures established by the Risk Management Committee are subject to review and approval by the SRI Board of Directors.
- 2) The decisions and actions of the Risk Management Committee in administering the Risk Management Program or of Hearing Panels related to appeals are subject to review or approval by the SRI Board of Directors as long as these decisions and actions are in accord with US Soccer, USYSA and SRI, by-laws and rules and with applicable federal and state laws.
- 3) Action by consent, voting by telephone, fax or e-mail is permitted provided the vote of each individual is recorded in committee minutes prepared by the secretary and the votes are confirmed at the next meeting of the committee. If the vote affects policies or procedures, the committee Members will be notified by mail of the results.

**2375 Goal Safety**

- a. Prior to every game, practice or scrimmage, an adult from each team using a field MUST ensure that **the goals are securely anchored.**

**2376 Concussion Policy**

- a. Effective September 1, 2014 any adult rostered to a Premier or Travel Team must complete the CDC Heads Up Concussion in Youth Course.
- b. In addition, it is highly recommended that all in-house, developmental and recreational coaches also complete the CDC Heads Up Concussion in Youth Course.