

Policy 105 LSA Risk Management Policy

To promote the safety and welfare of youth players all individuals who may have contact with youth players including, but not limited to, coaches, referees, administrators and volunteers must complete the LSA online risk management disclosure questionnaire every year. It is intended to identify all persons who have been convicted of certain crimes and to exclude them from participation in any LSA sanctioned event. All members of the LSA Executive Committee and members of the LSA staff shall complete the online risk management questionnaire every year.

105.1 Club Risk Management Director

- 105.1.1 Each member organization must designate a Risk Management Director (RMD) on their LSA Annual Report form.
- 105.1.2 The RMD is responsible for insuring that every club officer, coach, assistant coach, manager, referee, assistant referee, trainer and any volunteer who have regular contact with any youth players complete the LSA online risk management disclosure questionnaire annually.
- 105.1.3 The RMD shall develop and maintain relevant Risk Management Policy for his/her member organization and communicate risk management information to their members as appropriate. Risk management policies may include, but are not limited to,
 - 105.1.3.1 the required background checks;
 - 105.1.3.2 severe weather safety guidelines;
 - 105.1.3.3 first aid education and guidelines;
 - 105.1.3.4 CPR education and guidelines;
 - 105.1.3.5 field and facility safety, including goals and field conditions and lost child procedures;
 - 105.1.3.6 proper use of social media and electronic communications; and
 - 105.1.3.7 safety procedures for team tournament travel.
- 105.1.4 Unless the Applicant chooses to withdraw his/her application, LSA shall notify the RMD of a member Club of the disqualification hereunder of any Applicant who has indicated the intention of volunteering or working with that member Club. Such notification shall be given to the member Club immediately upon the final determination of disqualification whether by acceptance of the Applicant, real or implied, or following the process of appeal as set forth hereafter.

105.2 LSA Risk Management Committee ("RMC")

The Risk Management Committee (RMC) shall have full authority to make all decisions pertaining to an individual's eligibility to participate with LSA. The RMC shall have full authority to disqualify an individual based on the results of any criminal history background check(s). The RMC also has the authority to attain more information on questionable or serious offenses and convictions based on the results of any criminal history background check(s).

- 105.2.1 The LSA RMC shall be comprised of
 - 105.2.1.1 LSA Vice President Youth, who shall preside as Chairperson
 - 105.2.1.2 LSA Vice President Adult
 - 105.2.1.3 LSA Executive Director
 - 105.2.1.4 LSA State Referee Chairman
- 105.2.2 LSA shall have the authority to modify the composition of the RMC without notice and for whatever reason it deems appropriate for the proper and expeditious administration of the duties of the RMC.

- 105.2.3 LSA shall have the authority to contact any risk management applicant regarding their criminal history in an attempt to gather more information. Information provided by the applicant may be taken into consideration by the RMC in determining the eligibility of the applicant to participate with LSA.
- 105.3 Risk Management Application Procedure
 - 105.3.1 Any and all individuals who may have contact with youth soccer players including, but not limited to, coaches, referees, administrators and volunteers must complete the LSA online risk management disclosure questionnaire every seasonal year. For purposes of this Risk Management requirement the following definitions shall apply
 - 105.3.1.1 "Coach" shall include all coaches, including assistant coaches, of all teams at all age groups and in all levels of play including recreational and competitive soccer programs.
 - 105.3.1.2 "Administrator" shall include any person involved to any degree with the organization, management, supervision or governance of any youth soccer club or program. "Administrator" shall include, but not be limited to, all club directors, officers, registrars and employees, whether full-time or part-time.
 - 105.3.1.3 "Volunteers" shall include any person who for any duration of time shall volunteer his or her time to perform a function necessary to the operation of a club and/or a club event associated with youth soccer during which prolonged contact with youth soccer players can reasonably be expected.
 - 105.3.2 No individual shall be permitted to participate in any way in any LSA sanctioned youth soccer program or event and/or in any capacity with or for any LSA affiliated member or club at any time unless and until they have completed the LSA online risk management disclosure questionnaire as herein required.
 - 105.3.2.1 Any individual who participates in any way in any LSA sanctioned youth soccer program or event without having first completing the LSA online risk management disclosure questionnaire as herein required shall be subject to a fine not to exceed \$500.00.
 - 105.3.2.2 Any LSA affiliated member or club that permits any individual to participate any capacity in any way in any LSA sanctioned youth soccer program or event without having first completing the LSA online risk management disclosure questionnaire as herein required shall be subject to a fine not to exceed \$500.00.
 - 105.3.3 Risk Management Disclosure Process for Referees
 - All referees, instructors, assignors and assessors shall be held to the same Risk Management standards and criteria for disqualification as all other individuals who may have contact with youth soccer players in Louisiana.
 - 105.3.3.1 All referees, instructors, assignors and assessors must register with U.S. Soccer annually to be eligible to work any LSA-approved game or event in any capacity. U.S. Soccer's registration is valid for a calendar year.
 - 105.3.3.2 No referee 18 years of age or older, instructor, assignor or assessor shall be permitted to act as such in any capacity until and unless he

- or she completes an LSA-approved risk management disclosure questionnaire.
- 105.3.3.3 The Referee Risk Management Disclosure Process performed in conjunction with the US Soccer Referee Registration Process in Louisiana shall be considered an LSA-approved risk management disclosure questionnaire.
- 105.3.3.4 Any risk management disclosure questionnaire submitted by any referee, instructor, assignor or assessor that indicates the existence of any potential disqualification criteria shall be reviewed by the RMC as herein provided.
- 105.3.3.5 Any LSA affiliated member or club that permits any individual to act as a referee, instructor, assignor or assessor without having first completing the US Soccer Referee Registration Process and an LSA-approved risk management disclosure questionnaire as herein required shall be subject to a fine not to exceed \$500.00.
- 105.3.3.6 Any duly registered Referee Assignor who permits any individual to referee or participate capacity in any way in any LSA sanctioned youth soccer program or event without having first completing US Soccer Referee Registration Process and an LSA-approved risk management disclosure questionnaire as herein required shall be subject to a fine not to exceed \$500.00. Any Referee registered or approved by US Soccer shall be deemed in compliance with this Policy.
- 105.3.4 The RMC shall review those risk management disclosure questionnaires that indicate the existence of any potential disqualification criteria.
- 105.3.5 The RMC analyzes convictions produced from criminal history background check(s) with an incident date between the application date and ten (10) years previous from the application date. The RMC shall have the authority to review and analyze incidents that date back farther than 10 years if it is deemed that a person's criminal history beyond 10 years possesses a serious threat to the well-being and safety of children.
- 105.3.6 The RMC also reserves the right to perform criminal history background check(s) at random time periods on any adult who has previously applied for Risk Management and who may or may not have a criminal history.
- 105.4 Risk Management Disqualification Criteria
Upon reviewing the results of any background check, the convictions listed below, in whole or in part, may cause the Risk Management Applicant to be immediately disqualified from participation with the LSA, all LSA related activities and events, all LSA affiliated club activities and events, and all US Youth Soccer related activities and events.
- 105.4.1 Individuals found to be guilty of the following crimes will be disqualified from participation as outlined below. The term "guilty" be defined as a judicial finding of guilt
- 105.4.1.1 after the entrance of a plea of "guilty";
- 105.4.1.2 after the entrance of a plea of "no contest" accompanied by the court's finding of guilty;
- 105.4.1.3 following a trial regardless of whether there was an adjudication of guilt (conviction) or a withholding of a finding of guilt. This policy does not apply if criminal charges resulted in acquittal, dismissal or

- in an entry of "nolle prosequi":
- 105.4.2 Ever Found To Be Guilty Of:
 - 105.4.2.1 Any sex offense including, but not limited to, child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, or indecent exposure.
 - 105.4.2.2 Any felony violence including, but not limited to, murder, manslaughter, aggravated assault, kidnapping, robbery, and aggravated burglary.
 - 105.4.3 Found to be guilty within the past 10 years of any felony offense other than violence or sex related offenses set forth above, including, but not limited to, drug related offenses, theft, embezzlement, fraud, and child endangerment.
 - 105.4.4 Found to be guilty within the past 7 years of any misdemeanor offense involving violence including, but not limited to, simple assault, battery, domestic violence, and hit and run.
 - 105.4.5 Found to be guilty within the past 5 years or guilty of multiple offenses in the past 10 years of misdemeanor drug offenses including, but not limited to simple possession of any drug.
 - 105.4.6 Found to be guilty within the past 2 years or guilty of 3 or more offenses in the past 10 years of misdemeanor alcohol or drug offenses including, but not limited to, driving under the influence, drunk and disorderly, public intoxication, and possession of drug paraphernalia.
 - 105.4.7 Any other misdemeanor within the past 5 years that, in the opinion of the LSA RMC could reflect or be considered a potential danger to children or is directly related to the functions associated with working with youth soccer players including, but not limited to, contributing to the delinquency of a minor, providing alcohol to a minor, and theft.
 - 105.4.8 Should any pending charges described above be discovered or should any of the above charges be brought against an applicant during the season, the applicant shall be suspended from serving until such time as the charges have been cleared or dropped and the Club RMD has approved reinstatement.
 - 105.4.9 The LSA Executive Committee shall have the authority to add at any time additional offenses and convictions to the list as outlined above.
- 105.5 Disqualification Procedure and Right of Appeal
- 105.5.1 The LSA RMC shall send written Notification of Disqualification to every Applicant who has been disqualified by the RMC. The written notification shall include instructions on how he or she may appeal the RMC decision.
 - 105.5.2 The disqualified individual has 7 days from the receipt of the Notice of Disqualification to submit a written Notice of Appeal to the LSA Executive Committee. If a Notice of Appeal is not received by LSA State Office within such 7-day period, the disqualification will be deemed final and the disqualified individual shall have no further right to appeal the RMC decision.
 - 105.5.3 An appeal from a disqualified individual shall be heard by the LSA Executive Committee at its next scheduled meeting. All Executive Committee Members present (including by way of telecommunications) at the meeting with the exception of those Executive Committee members who serve on

the RMC and those who identify a conflict of interest with the disqualified individual, shall vote.

- 105.5.4 The Executive Committee shall consider a report and the Notice of Disqualification of the RMC and the Notice of Appeal and any supporting documentation from the disqualified individual. The disqualified individual shall not have the right to personally appear before the Executive Committee.
- 105.5.5 A vote of a simple majority of the Executive Committee members present (including by way of telecommunications) shall be final and binding.
- 105.5.6 The decision of the Executive Committee shall be sent to the appealing individual within than 10 days of the decision. The decision of the LSA Executive Committee shall be final and binding and shall take effect immediately.
- 105.5.7 The LSA RMC may request that an Applicant provide the RMC with further information pertaining to offenses and/or convictions found as a result of criminal history background check(s). If the Applicant fails to respond to the RMC within 10 days of the RMC request, the individual will be disqualified.