**Appendix E**

**(Social Media Policy/Team Travel Policy)**

Electronic Communication Policy of Redington Volleyball Club:

1. PURPOSE

Redington Volleyball Club (the “Club”) recognizes the prevalence of electronic communication and social media in today’s world. Many of our student-athletes use these means as their primary method of communication. While the Club acknowledges the value of these methods of communication, the Club also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.

2. GENERAL CONTENT

All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Volleyball Code of Conduct regarding Athlete Protection.

For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:

* Drugs or alcohol use;
* Sexually-oriented conversation; sexually explicit language, sexual activity
* The adult’s personal life, social activities, relationship or family issues, or personal problems; and
* Inappropriate or sexually explicit pictures
* Note: Any communication concerning an athlete’s personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional.

Whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: “Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?” or “Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient’s parents, the coaching staff, the board or other athletes?”

With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with athletes is **T**ransparent, **A**ccessible and **P**rofessional.

***Transparent:*** All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendo and expectations.

***Accessible:*** All electronic communication between coaches and athletes should be considered a matter of record and part of the Club’s records. Whenever possible, include another coach or parent in the communication so there is no question regarding accessibility.

***Professional:*** All electronic communication between a coach and an athlete should be conducted professionally as a representative of the Club. This includes word choice, tone, grammar and subject matter that model the standards and integrity of a staff member.

If your communication meets all three of the **T.A.P**. criteria, then it is likely your method and manner of communication with athletes will be appropriate.

3. FACEBOOK, INSTAGRAM, BLOGS AND SIMILAR SITES

Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of the Club join their personal page as a “friend.” A coach should not accept any “friend” request from any athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to “private message” each other through Facebook. Coaches and athletes are not permitted to “instant message” each other through Facebook chat or other IM methods.

The club has an official Facebook page that athletes and their parents can “like” or “friend” for information and updates on team-related matters.

Coaches are encouraged to set their pages to “private” to prevent athletes from accessing the coach’s personal information.

TeamSnap is an authorized team communication application. It must be used by the entire team so not to exclude members.

4. TWITTER

Best Practice: The club does not have an official Twitter page that coaches, athletes and parents can follow for information and updates on team-related matters. Coaches are not permitted to follow athletes on Twitter. Likewise, athletes are not permitted to follow coaches on Twitter. Coaches and athletes are not permitted to “direct message” each other through Twitter.

5. TEXTING

Subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7am until 10pm. Texting only shall be used for the purpose of communicating information directly related to team activities. Group texts must include all members of the team.

6. EMAIL

Athletes and coaches may use email to communicate. When communicating with an athlete through email, a parent, another coach or a board member must also be copied.

7. REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communications. Immediate compliance without repercussion must be granted.

8. MISCONDUCT

Social media and electronic communications can be used to commit misconduct (e.g. emotional, sexual, bullying, harassment and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of USAV Safesport policy and must be reported.

9. VIOLATIONS

Violations of the Club’s Social Media and Electronic Communications Policy should be reported to your immediate supervisor, a Club administrator or the Regional SafeSport Officer for evaluation. Complaints and allegations will be addressed following the appropriate procedure.

A USA Volleyball participant or parent of a participant who violates this policy is subject to appropriate disciplinary action, including but not limited to: suspension, permanent suspension and/or referral to law enforcement authorities.

Travel Policy for Redington Volleyball Club

Redington Volleyball Club (RVC) has some teams that travel regularly to play in tournaments and has some teams where travel is limited to a few events per season. RVC prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Volleyball SafeSport Handbook. RVC has established policies to guide our travel, minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to these travel guidelines will increase player safety and improve the player’s experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and regular USA VB tournaments (“local travel”) and team travel involving an overnight stay (“team travel”).

**Local Travel**

Local travel occurs when RVC does not sponsor, coordinate or arrange for travel.

* Players and/or their parents/guardian are responsible for making all arrangements for local travel. The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including but not limited to: a valid driver’s license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
* The coaches, chaperones and/or volunteers of RVC or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player.

**Team Travel**

Team travel is overnight travel that occurs when RVC or one of its teams or designees sponsors, coordinates or arranges for travel so that our team can compete locally, regionally or nationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the players.

* When possible, RVC will provide reasonable advance notice before team travel. Travel notice will also include designated team hotels for overnight stays as well as a contact person within RVC or the team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.
* Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player (unless the coach is the parent, guardian or sibling of the player).
* The coach or his/her designee will establish a curfew by when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly background screened adults. At no time should only one adult be present in a room with minor players, regardless of gender.
* Team personnel shall ask hotels to block adult pay per view channels.
* Individual meetings between a coach and a player may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present, with at least one of those adults being the same gender as the player.
* Family members who wish to stay in the team hotel are permitted and encouraged to do so.
* The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.
* No coach or chaperone shall at any time be under the influence of drugs or alcohol while performing their coaching and/or chaperoning duties.
* In all cases involving travel, parents have the right to transport their minor player.
* Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.
* If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken, or immediately after.
* Players are expected to remain with the team at all times during the trip. Players are not to leave the competition venue, the hotel, restaurant or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.
* When visiting public places such as shopping malls, movie theatres, etc., players will stay in groups of no less than two persons. Athletes 12 and under will be accompanied by a chaperone.