

DIOCESE OF TUCSON
Safe Environment SOP For Youth Coaches – Diocesan Youth Sports League

Reviewed July 2023

Coaches are guardians and role models. They are called to treat each player with respect and care. Whether paid or volunteer, coaches are expected to maintain professional relationships with players on-duty and off-duty. **Please review the following guidelines and sign the “Acknowledgement of Receipt” to be kept on file with your parish/school and diocesan athletic directors.**

- All coaches are considered high-risk personnel and must comply with mandatory Safe Environment Program policies regarding criminal history checks, safe environment education, mandatory reporting and healthy professional boundaries.
- The role of coaches carries with it considerable positional power. Players need the expertise of the coach to improve and rely on the approval and support of the coach for reassurance and motivation. Coaches, therefore, must respect the limitations characteristic of professional or ministerial relationships to avoid even unconscious manipulation of players or other abuses of power.
- Emotional closeness is inevitable, but coaches must avoid assuming a parental role with any player, which may create an excessive emotional attachment for both parties.
- Attraction between adults and minors is possible, and caution should be maintained in all interactions. The parish/school administration should be informed immediately if such an attraction exists. Dating between a coach and a minor is inappropriate and unethical. Sexual relationships between a coach and a minor are not only unethical but also unlawful.
- Physical closeness is inevitable, but coaches must avoid touching except in public situations and then primarily for instructional reasons and in a manner that does not allow for misinterpretation.
- Coaches are to engage in games or practice activities with minors only in the presence of other adults, or in a place openly accessible/visible to others.
- When a coach is alone in a room with a minor, the door must be open, or there must be clear visibility through windows.
- Coaches may not have any minors in their homes.
- Coaches will ensure that players are properly supervised at all times, thus providing a safe environment. Coaches commit to prevention of any form of exploitation of players by others and harassment or bullying among peers.
- When coaches are supervising minors or young adults at school-sponsored athletic events, they may not be under the influence of alcohol and/or drugs, may not consume alcohol, tobacco/vape products and/or drugs in the presence of persons under age 21, and may not offer alcohol, tobacco/vape products, and/or drugs to them.
- Electronic and other communications with minors (e.g., notes, letters, e-mail and Internet exchanges, telephone calls) must be for professional reasons only, conducted in such a way that the parent of the player is included, and carried out in conformity with the [Guidelines for the Pastoral Use of Technology](#).
- Communications with minors using personal phone numbers, texting, texting applications, personal emails, social media, and gaming platforms are strictly prohibited.
- Sexual jokes, slang or innuendo are always inappropriate when interacting with minors.
- Coaches will respect confidential information concerning players or confidential information of a personal nature shared by a player. There is, however, an essential difference between privacy and secrecy. If a player shares confidential information that could pose a threat to the minor or to others, the coach has an obligation to notify the proper authorities.
- Coaches may not transport minors.
- The school administration must approve any use of personal vehicles by cleared parent drivers and all drivers must be credentialed as high-risk personnel through the parish/school, with verification of valid license and insurance. Coaches should have on file all permission slips for each sports season. [Refer to the [Guidelines Concerning Supervision of Minors on Parish and School Trips & Other Outings](#).]
- Parent/guardian written permission is required for the publication of a picture of a minor.
- If any circumstance leads to a reasonable suspicion that a player has been or is being abused, coaches must make a report to law enforcement immediately. In the face of non-criminal violations of the Code of Conduct or these guidelines, a report must be made to the Pastor, Principal or immediate supervisor.

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**ACKNOWLEDGMENT OF RECEIPT**

I have received and agree to comply with the *Guidelines for Coaches Interacting with Minors at Parish/ School, Sports Activities or Events* of the Diocese of Tucson.

**Youth Coach Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Youth Coach Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**If Youth Coach is under the age of 18 a parent signature is required.**

**Parent/Guardian Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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Office Use Only

Athletic Director Signature _____ **Date** _____

Coach Signature _____ **Date** _____

Youth Coach Clearance Memo Expiration Date: _____

CC:

Athletic Director
Principal
Compliance Officer
Coach
Youth Coach