

LMYA	Section: Administrative	Number: 101
Policies and Procedures	Subject: Sexual Harassment	Issued: 9/95 Effective: 3/2/95 Revised: 11/1/07 Supersedes: New Page: 1 of 3

1.0 Purpose

This Standard Practice provides guidelines for dealing with alleged or established incidents of sexual harassment within the LMYA organization.

2.0 Scope

The scope of this policy includes all Officers, Directors, Coaches, Officials, volunteers and participants in LMYA activities.

3.0 Definitions

Unwelcome sexual advances, requests for physical favors, and/or verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's position within the organization or as a member of a team.
- Submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual's status within the organization.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive environment.

WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, ANY ADVANCE, REQUEST, AND/OR VERBAL OR PHYSICAL CONDUCT OF A SEXUAL NATURE BETWEEN AN ADULT AND ANY CHILD WITHIN THE ORGANIZATION, WHETHER OR NOT SUCH CHILD IS A MINOR, IS EXPRESSLY PROHIBITED. WHENEVER ANY SUCH ACTION IS SUSPECTED OR KNOWN, IT SHOULD BE REPORTED IMMEDIATELY TO THE LMYA PRESIDENT, VICE PRESIDENT OR SPORT COORDINATOR. IN SUCH CASES, THE APPROPRIATE LAW ENFORCEMENT AGENCIES WILL BE IMMEDIATELY CONTACTED FOR APPROPRIATE HANDLING OF THE ALLEGED INCIDENT.

4.0 Responsibilities

- A. All Officers and Sport Coordinators are responsible for communicating this Standard Practice to all of the volunteers within the organization and for ensuring that the organization's activities are totally free of any form of sexual harassment. This information should be referenced in all orientation and group meetings.
- B. The President and Vice President, along with the Sport Coordinator within which the alleged/established incident has occurred, are responsible for ensuring that the alleged/established incidents of sexual harassment are investigated and resolved. In cases involving one or more of the LMYA officials named in the immediately preceding sentence, then this responsibility shall rest with the members of the Operating Committee who are not directly involved in the incident. The investigation will be conducted as confidential as possible to protect the claimant and the accused. No one other than the individuals conducting the investigation will have access to the details uncovered by the inquiry.
- C. A copy of this policy will be posted on the website @ www.lmya.org.

5.0 Standard Practice

A. GENERAL

Sexual harassment of any person within the organization by anyone, including coaches, parents, officials, other volunteers or participants, competitors or members or persons connected with competing organizations, is a form of misconduct and will not be tolerated.

B. HANDLING OF ALLEGED OR ESTABLISHED CLAIMS OF SEXUAL HARASSMENT:

Any person who believes that he or she is being sexually harassed should report the incident(s) to either his or her coach, sport coordinator, or the President or Vice President of the organization. All contacts will be held in strict confidence.

Any person who becomes aware of any form of sexual harassment within an LMYA activity should take immediate steps to assess the situation and to review possible responses with the appropriate Sport Coordinator and/or the President or Vice President of the Association. Individuals should report the incident and not assess the incident.

C. DISCIPLINARY ACTION

Any person who engages in any action or conduct determined to be sexual harassment, according to the definition given in 3.0 above, will be subject to appropriate disciplinary action, including suspension from LMYA activities for life.

6.0 Related Policies

None

7.0 Exhibits (Forms, flowcharts, organization charts, etc.)

None