

Lower Macungie Youth Association	Section: Administrative	Original: March 2nd, 1995
Policy:	Harassment	Revised: February 2nd, 2024 Effective: March 3rd, 2024

1.0 Purpose

1.1 This policy explains what harassment is and how LMYA will address concerns about harassment.

2.0 Scope

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

3.0 Definitions

3.1 Harassment is a form of unlawful discrimination. It includes unwelcome conduct (verbal, physical or visual) that has the purpose or effect of interfering with individuals or creates an intimidating, offensive or hostile environment.

3.2 Sexual Harassment Sexual harassment includes unwelcome or unwanted sexual advances, requests for sexual favors and other verbal, physical or visual conduct of a sexual nature or based upon individual sex when:

3.2.1 Submission to the conduct is made, directly or indirectly, a term or condition; or

3.2.2 Submission to or rejection of the conduct is used as the basis for decisions affecting the individual; or

3.2.3 The conduct has the purpose or effect of unreasonably interfering with someone or creates an intimidating, offensive or hostile environment.

NOTE: This non-exhaustive list includes examples of conduct that may be sexual harassment:

3.2.4 Physical assaults of a sexual nature (for example, rape, sexual battery, molestation or attempts to commit these assaults)

3.2.5 Intentional physical conduct that is sexual, such as touching, pinching, patting, grabbing, poking, brushing against another employee's body, or impeding or blocking normal movements

3.2.6 Repeated flirting or unwanted sexual advances or propositions (including repeated and unwelcome requests for dates)

3.2.7 Demands for sexual favors in exchange for favorable or preferential treatment or other benefits

3.2.8 Visual conduct: displaying or sending sexually suggestive objects or pictures, cartoons, calendars, posters, websites, emails or text messages, leering or making sexual gestures

3.2.9 Negative comments about an employee's sex or sexual orientation

3.2.10 Verbal Conduct: making or using sexually degrading commentary about an individual's body or dress, sexually suggestive or obscene letters, notes, invitations, emails, text messages, gossip, tweets or other social media postings, or sexually suggestive language, jokes, body language or gestures

3.2.11 Retaliation for making reports or threatening to report sexual harassment.

4.0 Responsibilities

4.1 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 harassment. This information should be referenced in all orientation and group meetings.

4.2 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 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.

4.3 A copy of this policy will be posted on the Lower Macungie Youth Association website @lmya.teamsnapsites.com

5.0 Standard Practices

5.1 General

5.1.1 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.

5.2 Handling of alleged or established claims of Sexual Harassment

5.2.1 Any person who believes that he or she is being 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.

5.2.2 Any person who becomes aware of any form of 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.

5.3 Disciplinary Action

5.3.1 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.

5.0 Related Policies

Lower Macungie Code of Conduct

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

None

