

LFC IA WASHINGTON

Anti-Discrimination, Anti-Harassment and Anti-Bullying Policy

This policy seeks to ensure that LFC IA Washington is a respectful and safe organization, free of any and all discrimination, harassment and bullying. Through dissemination and enforcement of this policy LFC IA Washington will address instances of discrimination, harassment or bullying, and outline the steps that LFC will take to prevent, correct, and discipline any and all behaviors that violate this policy.

This policy is driven by a recognition that LFC can only provide a safe, positive soccer experience for our kids if we operate in an environment built around mutual respect and professional, civil communications. This requires proactively promoting healthy norms and behaviors and setting expectations for behavior and conduct that will not be accepted. It also ensures that there are clear channels through which we can report, address, and redress violations of our norms and expectations related to discrimination, harassment and bullying.

Applicability

This policy applies to all LFC Associates and Members. A "LFC Associate" is any LFC IA Washington coach, employee, director, contractor, referee, volunteer or representative. A "Member" is a General Member or a Voting Member as those terms are defined in the Club Bylaws. This policy applies to all actions, conduct and communications (i) occurring at any practice, game, tournament, tryout, event, meeting or other activity organized, sponsored or held by the club, ("Club Event"), or (ii) of any LFC Associate or Member in their capacity as a LFC Associate or Member (whether at a Club Event, non-club event or otherwise). Further, recognizing that LFC Associates should feel safe, respected and fully valued as they carry out their roles responsibilities and other activities on behalf of the club, this policy applies to any actions, conduct or communications directed toward a LFC Associate in such person's capacity as a LFC Associate, or in connection with any of their activities as a LFC Associate. For purposes of this policy, communications include any communications and materials sent or received via phone, email, fax, web site, social media, and any other communication platform.

If LFC IA Washington has a separate policy covering discrimination, harassment or bullying in the LFC Employee Handbook and there is a conflict or inconsistency between that policy and this policy, the terms of the policy in the Employee Handbook will supersede and govern with respect to an employee.

General Guidelines

LFC is committed to maintaining an environment free from discrimination, harassment, and bullying. The conduct covered by this policy is broader than the legal definition of unlawful harassment. The goal of this policy is to stop unwelcome conduct before it rises to the level of unlawful harassment and to prevent harassment, sexual harassment, and bullying from occurring. This policy specifically describes types of prohibited discrimination, harassment and bullying that have no place within the LFC IA Washington community. It also broadly outlines norms and expectations for how we engage with one another as a club. Conduct not specifically described in this policy that violates these norms and expectations is prohibited under this policy.

LFC IA Washington will not tolerate any discrimination, harassment or bullying of any kind. Any LFC Associate or Member found to have engaged in any discrimination, harassment or bullying will be subject to disciplinary action (including possible suspension or expulsion from the club).

"Discrimination" occurs when an individual, or group of individuals, is treated adversely because of race, sex, sexual orientation, gender, national origin, religion, age (40 and over), disability (mental or physical), parental status, other unlawful reason, or for any other reason that improperly targets an individual for mistreatment ("Protected Characteristics").

Examples of discrimination include:

- Hostile or demeaning behavior towards any LFC Associate because of their Protected Characteristics;
- Providing unwarranted assistance or withholding otherwise generally available assistance, cooperation, and/or information to a person because of their Protected Characteristic(s);
- Allowing a Protected Characteristic to affect any decision to hire, promote, elect or engage any LFC Associate;
- Allowing a Protected Characteristic to affect any decision to demote, discipline or terminate any LFC Associate;
- Allowing a Protected Characteristic to affect any decision to engage or terminate a service provider to the Club;
- Allowing a Protected Characteristic to affect any decision to admit or expel any Member;
- Using a Protected Characteristic as the basis for allowing or refusing to allow someone to participate in, or speak at, any Club Event or other Club activity.

"Harassment" is unwelcome behavior that a reasonable person would perceive to be sufficiently severe or pervasive to create an intimidating, hostile, or offensive environment for athletic pursuits, engaging in activities on behalf of the club, or participation in Club Events. Harassing conduct may take many forms, including verbal acts and name calling, as well as nonverbal behavior, such as graphic, electronic, and written statements, or conduct that is physically offensive, harmful, or threatening.

Examples of harassing conduct may include, but are not limited to:

- Making insulting, offensive or derogatory comments (including slurs and slang phrases) about or targeting a person based on a person's race, sex, sexual orientation, gender, skin color, ethnic traits, religion, disability, age (over 40) or other Protected Characteristic;
- Suggesting that a Protected Characteristic makes a person more or less qualified for a role, responsibility or activity, or to participate in any Club Event or other Club activity;
- Suggesting that a Protected Characteristic makes a person more or less qualified to speak at any Club Event;
- Making offensive gestures or engaging in other offensive behavior about a Protected Characteristic;
- Sending or sharing inappropriate images, videos, documents, letters or notes; Wearing offensive clothing that displays inappropriate images and;
- Displaying drawings, signs, posters, cartoons, or images that are offensive to other people based on any Protected Characteristic.

While the single use of an epithet that offends another employee will typically not rise to the level of unlawful harassment, it is LFC IA Washington's policy that such conduct is inappropriate in the workplace and is subject to disciplinary action under this policy.

The following conduct typically would not constitute harassing conduct and is not covered by this policy:

- Petty slights and trivial annoyances;
- Saying or doing something in a playful manner to annoy or cause a reaction;
- Lack of good manners (e.g., not saying good morning, please, thank you, humming or singing loudly to music, even though headphones are being used, etc.);
- Communications (e.g., having a misunderstanding, disagreement, or lack

- of guidance/direction)
- Personality conflicts (e.g., individuals having differing communication styles); and communication about reasonable performance expectations (i.e., providing performance feedback, advising of conduct or time and attendance concerns, monitoring or tracking these and/or the work area/work environment for reasonable operational reasons).

"Sexual Harassment" includes unwelcome conduct of a sexual nature that is made, either explicitly or implicitly, a condition of an individual's education, employment, or participation in a Club Event or activity, and/or when the submission to or rejection of such conduct is a factor in decisions affecting that individual's training, employment, or participation in any Club Event. Sexual harassment is one form of harassment prohibited by this policy.

Examples of sexual harassing conduct may include, but are not limited to:

- Remarks of a sexual or suggestive nature about a person's appearance, clothing, body parts, or activities;
- Descriptions of sexual acts;
- Staring or looking a person's body up and down;
- Telling lewd jokes or sharing stories about sexual experiences;
- Sending unwanted suggestive or lewd emails, letters or other communications (including those shared via social media sites or blogs);
- Sharing images of a sexual nature or displaying posters, pictures, items, or screensavers of a sexual nature;
- Inappropriate and suggestive touching, kissing, rubbing or caressing of a person's body and/or clothing;
- Pressure for dates, despite repeated declinations;
- Repeated requests for sexual favors; and
- Making sexually offensive gestures, remarks or facial expressions.

"Bullying" occurs when an individual engages in repeated, unreasonable harassment or other actions intended to intimidate, degrade, offend, humiliate, or marginalize the target person or group. Bullying, whether based on a Protected Characteristic or otherwise, is prohibited by this policy.

Examples of Bullying include, but are not limited to:

- Unwarranted or invalid criticism;
- Blame without factual justification;
- Being treated differently from others engaged in a similar activity;
- Being sworn at;
- Exclusion or social isolation;
- Being shouted at or being intentionally humiliated; and
- Being the target of practical jokes.

"Cyber-Harassment" or "Cyberbullying" involves using electronic devices, including cellular phones and computers, to transmit harassing or bullying text or images via text message, email, social media sites, blogs, online petitions or other digital publishing mechanisms. Cyber-Harassment and Cyberbullying are forms of harassment and bullying that are prohibited by this policy.

Examples of Cyber-Harassment or Cyberbullying include, but are not limited to:

- Posting comments or rumors about someone online that are mean, hurtful, or embarrassing;
- Threatening to hurt someone or telling them to kill themselves;
- Posting a mean or hurtful picture or video;
- Pretending to be someone else online to solicit or post personal or false information about someone else;

- Posting mean or hateful names, comments or content about any race, religion, ethnicity, or other personal characteristics online;
- Creating a mean or hurtful webpage about someone;
- Doxing, which is a form of online harassment used to exact revenge and to threaten to destroy the privacy of individuals by making their personal information public, including addresses, Social Security Number, credit card and phone numbers, links to social media accounts, and other private data

Club Obligations

LFC IA Washington will take prompt and appropriate action to (a) thoroughly investigate complaints of discrimination, harassment or bullying prohibited by this policy; and (b) prevent, correct and, if necessary, discipline individuals who engage in behavior that violates this policy.

Reporting discrimination, Harassment, or Bullying

An individual who believes that they have been subjected to discrimination, harassment, or bullying in violation of this policy should report the matter immediately as set forth below to obtain information about resolving concerns, including complaint-filing options and procedures, and to enable the Club to take prompt remedial action.

Good Faith Allegations

Because of the nature of discrimination, harassment, or bullying complaints, allegations often cannot be substantiated by direct evidence other than the complaining individual's own statement. Lack of corroborating evidence should not discourage individuals from seeking relief under this policy. No adverse action will be taken against an individual who makes a good faith allegation of discrimination, harassment, or bullying under this policy, even if an investigation fails to substantiate the allegation. However, individuals who make dishonest statements or make statements with willful disregard for the truth during an investigation or enforcement procedure under this policy may be subject to disciplinary action.

Anonymous Inquiries and Complaints

Any LFC Associate or Member may contact the Executive Director or, if the Executive Director is the subject to the report, the President of the Board of Directors at any time to ask questions about discrimination, harassment, bullying, or complaint-filing procedures and may provide information without disclosing their names.

Confidentiality

Club employees and directors who receive reports of discrimination, harassment, or bullying shall maintain the confidentiality of the information they receive, except where disclosure is required by law or is necessary to facilitate legitimate club processes, including the investigation and resolution of discrimination, harassment, or bullying allegations.

Retaliation Not Permitted

No LFC Associate or Member may retaliate against any other LFC Associate or Member for filing a complaint of discrimination, harassment or bullying or for cooperating in an investigation of a complaint of discrimination, harassment or bullying. Even if no violation is found after an investigation, no action will be taken against any LFC Associate or Member who reported the complaint in good faith. Any retaliation in violation of this policy will constitute, and be treated for all purposes, as a separate instance of harassment under this policy.

Consequences of Policy Violations

Any LFC Associate or Member who violates this policy will be subject to disciplinary action that could include various levels of sanctions ranging from reprimand, suspension of participation in club activities, suspension or termination of voting rights or other rights or privileges, expulsion from the club or other appropriate action as determined by the Executive Director; provided that if the disciplinary action involves suspension of a Voting Member's voting right, suspension or termination of any Member's rights or privileges, or expulsion of any

Remember, that the board of directors of the club must approve such disciplinary action.

Any refusal to comply with any disciplinary action implemented under this policy will result in expulsion from the club.

Distribution

This policy shall be published on the Club website. Additionally, it will be referenced in the LFC Code of Conduct that parents and players sign upon registration.