CAL NORTH

Reporting Process Workflow

Minor Athlete Abuse, Prohibited Conduct & Participant Safety

1. Purpose

Cal North is committed to participant safety and to following the safeguarding and reporting framework established by U.S. Soccer and the U.S. Center for SafeSport. As a member of U.S. Soccer, Cal North directs members, participants, parents, coaches, volunteers, employees, Board members, and other covered individuals to use the established national reporting pathways described in this document.

For concerns involving Minor Athlete Abuse, Cal North recommends that reports be submitted through the U.S. Center for SafeSport so that the appropriate independent authority can assess jurisdiction and determine next steps. This recommendation does not replace any separate legal duty to report suspected child abuse to law enforcement or another agency required by law.

2. Cal North Reporting Principle

- Do not delay a report while attempting to determine whether an allegation can be proven.
- Do not conduct an informal investigation before making a required report.
- If there is an immediate threat to health or safety, call 911 or local law enforcement first.
- Suspected child abuse must also be reported to law enforcement or the appropriate agency when required by law. Reporting to U.S. Soccer, the U.S. Center for SafeSport, or Cal North does not replace that obligation.
- Allegations of sexual misconduct, child abuse, or other matters within the Center's jurisdiction should be promptly reported to the U.S. Center for SafeSport.
- For other Minor Athlete Abuse, MAAPP, emotional misconduct, physical misconduct, bullying, hazing, stalking, harassment, or participant-safety concerns, Cal North recommends using the U.S. Center for SafeSport reporting pathway and/or U.S. Soccer's reporting process so the appropriate organization can make a jurisdictional determination.
- Cal North will cooperate with U.S. Soccer, the U.S. Center for SafeSport, law enforcement, and other appropriate authorities and will not interfere with an investigation or jurisdictional determination.

3. Reporting Workflow

Step	Action	Primary Direction
1	Identify the concern	If anyone may be in immediate danger, contact 911/local law enforcement immediately.
2	Determine whether child abuse or sexual misconduct is suspected	Report promptly to the U.S. Center for SafeSport. Complete any separate mandatory report to law enforcement or the appropriate child-protection agency.
3	Other Minor Athlete Abuse / MAAPP / prohibited conduct	Cal North recommends submitting the concern to the U.S. Center for SafeSport and/or U.S. Soccer so jurisdiction can be assessed under the national framework.
4	Provide facts, not conclusions	Include names, dates, locations, witnesses, communications, screenshots, documents, and other available information. A reporter is not expected to prove the allegation.
5	Preserve confidentiality	Share information only with those who need it for safety, reporting,

		legal, or response purposes. Do not post allegations publicly or conduct a parallel public investigation.
6	Follow instructions from the appropriate authority	Cooperate with requests from the Center, U.S. Soccer, law enforcement, or other authority. Cal North may take or maintain appropriate safety measures consistent with applicable rules and jurisdiction.
7	Document organizational actions	Cal North will maintain appropriate records of reports received, referrals made, and actions taken, subject to applicable confidentiality and legal requirements.

4. U.S. Center for SafeSport — Report a Concern

Cal North recommends this pathway for Minor Athlete Abuse concerns and requires it where the U.S. Center for SafeSport has jurisdiction.

Online reporting: U.S. Center for SafeSport – Report a Concern

Telephone: (833) 587-7233

Reports may be made anonymously through the Center's reporting process. Reporters should provide as much factual detail as possible.

5. U.S. Soccer — Report a Concern / Integrity Hotline

U.S. Soccer maintains a reporting process for known or suspected violations of law, policy, ethics, participant-safety requirements, or U.S. Soccer rules. This includes potential SafeSport Code or participant-safety violations, emotional misconduct, physical misconduct, MAAPP violations, potential violations of law or policy, and concerns involving a local club, state association, or other organization member.

Online reporting: U.S. Soccer Integrity Reporting Portal

Integrity Hotline voicemail: (312) 528-7004

U.S. Soccer safeguarding information: Report a Concern

6. Mandatory Reporting to Law Enforcement

Reporting to the U.S. Center for SafeSport, U.S. Soccer, or Cal North does not satisfy a separate legal obligation to report suspected child abuse to law enforcement or another designated agency. Individuals subject to federal or state mandatory-reporting requirements must make those reports within the timeframe required by applicable law.

When there is an immediate danger or emergency, contact 911. Cal North personnel and members should not delay an external report while waiting for internal direction.

7. Suspended or Ineligible Individuals

Before assigning or retaining an individual in a covered role, organizations should review applicable disciplinary information and comply with restrictions imposed by the U.S. Center for SafeSport, U.S. Soccer, Cal North, or another governing authority.

U.S. Soccer SafeSport disciplinary database: View Database

U.S. Center for SafeSport Centralized Disciplinary Database: View Database

8. Good-Faith Reporting & Non-Retaliation

Reports must be made in good faith. A good-faith report does not require the allegation ultimately to be substantiated; it requires a genuine belief that misconduct or a policy violation may have occurred.

Cal North prohibits retaliation against an individual for making a good-faith report or participating in a reporting, review, or investigation process. Allegations of retaliation connected to a U.S. Center for SafeSport matter should be reported to the Center. Retaliation may also result in separate disciplinary action under applicable policies.

9. Confidentiality & Anonymous Reporting

Information concerning a report should be handled as confidentially as reasonably possible, consistent with participant safety, applicable law, mandatory reporting, due process, and the ability of the appropriate authority to review or investigate the concern. U.S. Soccer and the U.S. Center for SafeSport provide mechanisms that permit anonymous reporting. Providing contact information, when the reporter is comfortable doing so, may assist with follow-up and fact gathering.

10. What Happens After a Report

- The receiving authority evaluates the report and determines jurisdiction and next steps.
- The U.S. Center for SafeSport has exclusive jurisdiction over certain matters, including allegations of sexual misconduct within its jurisdiction. Cal North will defer to the Center when the Center exercises jurisdiction.
- U.S. Soccer may refer matters involving an Organization Member to the appropriate member organization when jurisdiction rests there.
- Cal North may be asked to provide information, implement safety measures, or address a matter after jurisdiction is determined or declined by another authority.
- The amount of follow-up information available to a reporter may be limited by confidentiality, privacy, investigative, or legal requirements.

11. Cal North Internal Handling

When Cal North receives a participant-safety concern, its role is to ensure that the concern is directed to the appropriate reporting authority, preserve relevant information, comply with mandatory reporting requirements applicable to Cal North personnel, and cooperate with the organization exercising jurisdiction. Cal North will not represent that an internal report substitutes for a required report to law enforcement, the U.S. Center for SafeSport, or U.S. Soccer.

Where Cal North has jurisdiction over a matter, or where jurisdiction is referred or returned to Cal North, the matter will be handled under applicable Cal North policies, bylaws, disciplinary procedures, and written communications. Appropriate interim safety measures may be considered when permitted by applicable rules and jurisdiction.

12. Quick Reference

Concern	**Where to Report / What to Do**
Immediate danger	911 / local law enforcement
Suspected child abuse	Law enforcement/required agency AND U.S. Center for SafeSport, as applicable
Sexual misconduct	U.S. Center for SafeSport
Minor Athlete Abuse / MAAPP concern	Cal North recommends U.S. Center for SafeSport; U.S. Soccer reporting is also available
Other prohibited conduct / participant-safety concern	U.S. Soccer Integrity Reporting Portal and/or U.S. Center for SafeSport; jurisdiction will determine next steps
Retaliation related to a Center process	U.S. Center for SafeSport
General Cal North administrative question	Cal North Member Services / appropriate Cal North staff

13. Governing Framework

This workflow is intended to align Cal North·s reporting practices with the U.S. Soccer safeguarding framework and the U.S. Center for SafeSport reporting structure. If there is a conflict between this workflow and applicable law, the SafeSport Code, U.S. Soccer requirements, or another controlling rule, the controlling authority governs. This workflow should be reviewed periodically and updated when the national reporting framework changes.