

## **AVID JUNIOR GOLF TOURS SEXUAL ABUSE POLICY**

**This policy will be provided to all employees before hiring and is also made available on the organization's website for viewing by participants.**

Avid Junior Golf Tours, LLC and any of its subsidiaries, tours and organizations does not permit or allow sexual abuse or molestation to occur in its workplace or at any activity sponsored by or related to it. To make this "zero—tolerance" policy clear to all employees, contractors, volunteers and board members, we have adopted mandatory procedures that employees, volunteers, contractors, board members, individuals and victims must follow when they learn of or witness sexual abuse or molestation. Those reasonably suspected or believed to have committed sexual abuse or misconduct will be appropriately disciplined, up to and including termination of employment or membership, as well as criminally prosecuted. No employee, volunteer, board member or other person, regardless of his or her title or position has the authority to commit or allow sexual abuse or misconduct. Sexual abuse includes sexual assault, exploitation, molestation or injury. It does not include sexual harassment, which is another form of behavior which is prohibited by AJGT.

### **Definitions and Examples**

The following definitions or examples of sexual abuse, misconduct or harassment, may apply to any and/or all of the following persons – employees, volunteers or other third parties. Sexual abuse or misconduct may include, but is not limited to:

- Child sexual abuse – any sexual activity, involvement, or attempt of sexual contact with a person who is a minor (under 18 years old) where consent is not or cannot be given.
- Sexual activity with another who is legally incompetent or otherwise unable to give consent.
- Physical assaults or violence, such as rape, sexual battery, abuse, molestation or any attempt to commit such acts.
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders, and/or pulling against another's body or clothes.
- Material such as pornographic or sexually explicit images, posters, calendars, or objects.
- Unwelcome and inappropriate sexual activities, advances, comments, innuendoes, bullying, jokes, gestures, electronic communications or messages (e.g. email, text, social media, voicemail), exploitation, exposure, leering, stalking or invasion of sexual privacy.
- A sexually hostile environment characterized as comments or conduct that unreasonably interferes with one's work performance or ability to do the job or creates an intimidating, hostile, or offensive environment.
- Direct or implied threats that submission to sexual advances will be a condition of employment or affiliation with the organization.

### **Internal & External Employee Conduct & Interaction**

AJGT prohibits any type of behavior or conduct deemed to be sexual abuse or sexual harassment for any of its employees, volunteers or contractors aimed toward other AJGT employees, volunteers or contractors.

AJGT also prohibits contact of any kind with organization participants (especially minors) outside of tournament operations. Employees are not to contact, converse with, meet or interact with any minor participant in any way, shape or form, including in person, over the phone or digitally (online, email, social media, etc.). Violation of these policies will result in immediate termination and, if necessary, reporting to proper law enforcement authorities.

### **Reporting Procedure**

Immediately report suspected sexual abuse or misconduct Craig Rosengarden, President & CEO of Avid Junior Golf Tours at [craig@myavidgolfer.com](mailto:craig@myavidgolfer.com) or 972-550-9000. It is not required to directly confront the person who is the source of the report, question or complaint before notifying any of the individuals listed. AJGT will take every reasonable measure to ensure that those named in complaint of misconduct or are too closely associated with those involved in the complaint will not be part of the investigative team.

### **Investigation & Follow Up**

AJGT will take all allegations of sexual abuse or misconduct seriously and will promptly, thoroughly, and equitably investigate whether misconduct has taken place. AJGT may utilize an outside third party to conduct an investigation of misconduct. Our organization will cooperate fully with any investigation conducted by law enforcement or other regulatory/protective services agencies. To the fullest extent possible, but consistent with our legal obligation to report suspected abuse to appropriate authorities, we will endeavor to keep the identities of the alleged victims and investigation subject confidential. If the investigation substantiates the allegation, our policy provides for disciplinary penalties, including but not limited to termination of the actor's relationship with our organization.

### **Retaliation Prohibited**

We prohibit any retaliation against anyone, including an employee, volunteer, board member, student or individual, who in good faith reports sexual abuse, alleges that it is being committed or participates in the investigation. Intentionally false or malicious accusations of sexual abuse are prohibited.

Anyone who improperly retaliates against someone who has made a good faith allegation of sexual abuse, or intentionally provides false information to that effect, will be subject to discipline, up to and including termination.

### **Reporting to Law Enforcement or Appropriate Child or Adult Protective Services**

AJGT is committed to following the state and federal legal requirements for reporting allegations or incidents of sexual abuse or misconduct to appropriate law enforcement and

child or adult protective services organizations. It is the policy of AJGT not to attempt to investigate or assess the validity or credibility of an allegation of sexual or physical abuse as a condition before reporting the allegation to proper law enforcement authorities or protective services organizations.

### **Employee and Worker Screening and Selection**

As part of its sexual abuse and misconduct prevention program, AJGT is committed to maintaining a diligent screening program for prospective and existing employees, volunteers and others that may have interaction with those employed by, associating with or serviced by AJGT. The organization may utilize a variety of methods of screening and selection, including but not limited to applications, personal interviews, criminal background checks and personal and professional references.

### **Supervision of Youth**

To provide a safe environment for minors, AJGT strives that a minimum of 4 adult workers supervise or be in attendance with minors during organization-related activities. The purpose is to avoid one-on-one interactions between adults and minors that are not easily observable by others. If individual meetings with a minor must be held in an office, keep the door open. Only conduct closed door meetings when another adult is put on notice of the meeting and the door remains unlocked.

### **Acknowledgement Form: Sexual Abuse and Misconduct Prevention Policy**

I acknowledge that I received and read the Sexual Abuse and Misconduct Prevention Policy and/or had it explained to me. I understand that it is my responsibility to abide by all rules contained in the policy. I also understand how to report incidents of sexual abuse or misconduct as set forth in the policy, including retaliation against any employee or volunteer exercising his or her rights under the policy.

I acknowledge that I will be alerted when changes and updates are made to the Sexual Abuse and Misconduct Policy and will be responsible for reading and complying with these updates.