



# Risk Management Policy

For the protection of players and adults, and in order for SAY East Cincinnati to be compliant with the Soccer Association for Youth (SAY National) [Risk Management Policy](#) as well as State and Federal laws, all Districts must implement adequate processes and procedures to ensure each participant (i.e. head coach, assistant coach, volunteer, parent or player) is in compliance with SAY National's Risk Management Policy.

At a minimum, each district will ensure all coaches, assistant coaches and volunteers have completed all the elements identified within the SAY National Risk Management Policy. Currently the SAY National Risk Management Policy requires every head coach, assistant coach, and volunteer to complete the SAY Volunteer form, a background check (where applicable), concussion training, Ohio's Lindsay's Law, and US Soccer's SafeSport requirement (i.e., Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017).

Additionally, each District will ensure every player and every parent has completed Ohio's Lindsay's Law requirement. Each District will maintain appropriate documentation that demonstrates compliance with the SAY National Risk Management Policy. Prior to the first game each season, every District will provide SAY East Cincinnati confirmation that all participants are compliant and will remain compliant throughout the season with the SAY East Cincinnati Risk Management Policy. Please contact the SAY East Compliance Officer ([compliance@sayeast.org](mailto:compliance@sayeast.org)) with any questions.

## Summary Information and Links to Required Forms

What	Who	Frequency	Link	Notes
Volunteer Form	Head Coaches, Assistant Coaches, and all other Volunteers	Each Season	<a href="https://link.sayeast.org/SAYVolunteer">https://link.sayeast.org/SAYVolunteer</a>	
SafeSport Certification	Head Coaches, Assistant Coaches, and all other Volunteers	Annually	<a href="https://link.sayeast.org/SafeSport">https://link.sayeast.org/SafeSport</a>	See the instructions on the next page
Concussion Training	Head Coaches and Assistant Coaches	Triennially	<a href="https://link.sayeast.org/ConcussionTraining">https://link.sayeast.org/ConcussionTraining</a>	
Lindsay's Law	Parents and Players	Annually	<a href="https://link.sayeast.org/LindsaysLaw">https://link.sayeast.org/LindsaysLaw</a>	

The above links were valid as of February 2023. Please notify the SAY East Compliance Officer ([compliance@sayeast.org](mailto:compliance@sayeast.org)) if there is an invalid link.



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## SafeSport Certification Instructions

1. Use this link: <https://link.sayeast.org/SafeSport>.
2. Existing users use the Log In button in upper right corner of page.
3. New users' complete information on Sign Up page.
  - a. MembershipID = leave blank not used
  - b. Name of Sport or Community Organization = SAY East
4. Next you should see your dashboard and under My Courses you should see SafeSport Trained – U.S. Soccer Federation icon.
  - a. If the dashboard does not automatically load after creating your account, you may be prompted to log in to the new account you just created.
5. Click the Start button for SafeSport Trained – U.S. Soccer Federation to complete the course.
6. Upon completion of the course, please send your certificate of completion to your District Representative (aka Soccer Coordinator, Soccer Commissioner, President). To download your certificate:
  - a. Please select the Hamburger Menu icon at the top right of your page.
  - b. Select Transcript.
  - c. Once the transcript page displays, locate the most current completion for the course under the Certificates section.
  - d. Download the certificate by selecting the Download button at the right of the completed course.