

Guidelines for protection of children in SAI Training Centres

SAI's mandate for broad basing, promoting and achieving excellence in sports right from grass root level covers the length and breadth of the country. Approximately 12000 children from 8 to 25 years are being trained at SAI centres under various schemes of SAI on all India basis, out of which the number of residential trainees are 7954.

Keeping the guidelines of National Commission for Protection of Child Rights (NCPCR) in mind, for protection of all children in the 10 to 18 years age group, SAI is fully committed to provide safe, secure and healthy environment for all round development of children with prime focus on training in sports.

Accordingly, SAI, through an iterative process has formulated guidelines for all stakeholders that are directly and indirectly involved in the training of players at SAI Centres.

The guidelines to be followed under various heads are as under:

- **Guidelines for Institutions:** Enlisting all aspects which might affect directly or indirectly regarding safety, security and healthy environment for all round development of children with prime focus on training in sports.
- **Guideline for coaches:** Enlisting ways to determine and check screening and selection procedures as coaches are the first line of defense in determining who is permitted to interact with athletes.
- **Guideline for trainees and sports persons** to safeguard them from high risk environment for misconduct.
- **Guidelines for female sports persons** to safeguard female trainees from high risk environment for physical and sexual abuse.

GUIDELINES FOR INSTITUTIONS

1. SELECTION MECHANISM:

- 1.1 SAI should design selection procedure for the sports persons in such a way that the authorities are able to assess their potentials, abilities as well as concerns.
- 1.2 The selection procedure should involve apart from physical and scientific tests, different processes such as group discussion, individual assessments etc to tap the aptitudes and attitudes of the trainees towards the sports that they are being selected for.

2. Maintenance of sports persons record:

- 2.1 It is important for SAIHO (Operations Division) as well as the coaches to maintain the detailed record of the sports persons being trained.
- 2.2 Apart from physiological profile, Psychosocial profile of each trainee should be created which can be updated regularly by the coaches with their observations of the sports person.
- 2.3 The psychosocial profile should have details such as the personal and family background, past sports history, past and current psychosocial concerns (to be prepared by psychological experts only), interaction of sports persons with peers and coaches etc.
- 2.4 *Institutions like NIMHANS/ SAI Psychologists/Psychology Departments in state medical Colleges can provide technical support in preparing detailed profile and record of the student.*
- 2.5 Coaches are also expected to provide inputs on required facilities and amenities for the sports persons, monitoring of these facilities and maintenance.

3. Minimum standards for the institutions:

- 3.1 The minimum standards of amenities and facilities to the trainees/sports persons should be ensured.
- 3.2 Understanding that the amenities and facilities have considerable impact on trainees' performance and wellbeing, it is imperative for SAI to arrange required facilities for their trainees. Cleanliness, hygiene and well balanced food as per requirements of sports persons to be given top priority.
- 3.3 It should be ensured that regular monitoring and evaluation of the facilities / amenities being provided to the trainees is carried out by the competent authorities to maintain the minimum standards.
- 3.4 All sports practices should be open for observation of parents.

4. Minimum standards (in the institutions) will include:
 - 4.1 Counseling services for the trainees periodically. Fixed schedule of visits of the counselors to be made known to the players which would help the players in reaching out in times of need. Counselor to provide individual as well as group counseling sessions at regular intervals
 - 4.2 Adequate sports equipment and their maintenance.
 - 4.3 Adequate and sufficient food facilities as per norms fixed by SAI.
 - 4.4 Medical facilities in the institutions with facility for medical investigations and so on. In case of center with female trainees, provision of lady doctor/ lady nurse. Tie up with local reputed hospitals / empaneled hospitals on the pattern of CGHS for catering to the medical emergencies of trainees.
 - 4.5 Recreation facilities for the trainees such as television, indoor and outdoor games, picnics, video games etc.
 - 4.6 CCTV in common area of dormitories , mess , TV rooms etc
 - 4.7 Compulsory sex education for pre pubertal and pubertal children separately for boys and girls. This may also be added with education on good health practices and conduct.
 - 4.8 Lady Warden other than coach in Girls dormitories.

5. Grievances and feedback mechanisms:
 - 5.1 An online portal/ designated help desk/phonefor trainees to report their grievances pertaining to any matter of concern including sexual harassments should be developed by SAI. This should be in complete confidentiality.
 - 5.2 It should be mandatory for SAI to deal with the grievances reported by the sports persons immediately in terms of guidelines on the subject matter.
 - 5.3 As the matters are concerning to children and adolescents in the sports institution, the institutions are required to involve NCPCR in the mechanisms.
 - 5.4 The grievances mechanisms should follow ethical guidelines such as maintain once of strict confidentiality etc.
 - 5.5 SAIHead Office and Regional Centers should refer
 - 5.5.1 Vishaka guidelines against sexual harassment at workplace
 - 5.5.2 UGC guidelines for online grievance cell.
 - 5.5.3 Protection of children from within group and outside group problems
 - 5.5.4 Recommendation/suggestions to address the problem of alcoholism.
 - 5.5.5 UGC Draft Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009(20/04/09)

5.5.6 POCSO act, 2013

5.5.7 Children to be made aware of their rights and remedial actions to be taken in case of any grievance.

6. Emergency management:

- 6.1 System should be evolved by SAI to address any kind of emergency in the premise of the organization/institution.
- 6.2 Alarm system should be installed by SAI where in any kind of emergency is detected immediately and addressed appropriately.
- 6.3 SAI should ensure that there is no compromise on addressing emergencies such as medical, security etc.
- 6.4 The coaches and staff of SAI, should take the responsibility to monitor the system set up to address emergency pertaining to sports persons.
- 6.5 SAI should maintain a register required referrals in the time of any crisis or emergency.
- 6.6 Coaches and other staff members should be trained on emergency management such as suicide attempt, conflict among sports persons, food poisoning, doping or any mishap in the premises of the organisation.

7. Additional issues

- 7.1 Security of players/trainees at venue of the competitions at grass root level i.e. district and state championship are totally ignored. The host agencies are to be made more accountable in providing of mandatory arrangement in terms of boarding, lodging, hygiene, security etc apart from following their annual calendar of event strictly.
 - 7.1.1 Coaches and concerned authorities should ensure safe lodging of the trainees and good environment for practice for the trainees/ sports persons/ participants during the tournaments
 - 7.1.2 Trainees should inform the coaches about their whereabouts whenever they attend tournaments and make sure they are accompanied by their coaches or concerned officials
 - 7.1.3 If trainees feel insecure in the company of coach, the trainees should be able to inform the concerned authorities of SAI either by mail or telephone.
 - 7.1.4 SAI should give training to all the trainees on personal safety and educate them on procedure of reporting abuse incidence, contacting police and laws for safeguarding their rights.

- 7.1.5 In the event of any complaint on abuse of trainees, counselor/designated desk for complaints should document the details of the complaint, take immediate necessary actions in terms of medical examination, medical treatment, counseling, mandatory reporting of the incident and initiating action.
- 7.2 Strict provisions for accountability against offenders should be made in the interest of sportspersons.
- 7.3 Self defense training for girls. Drill exercises for protection against natural disasters like flood, earthquake etc.
- 7.4 Yoga training to be mandatory for all children in all age groups.

GUIDELINES FOR COACHES

1. Screening of coaches:

Screening and selection procedure is the first line of defense in determining who is permitted to interact with athletes. To have competent & responsible coach, he/she being the backbone of organization, applicants bio data should be put to detailed scrutiny.

1.1 As the screening carried out for the sports person, SAI is expected to carry out screening for the coaches also.

1.2 A detailed Performa for the screening of coaches.

1.3 The screening should involve various methodologies which will not only tap the sports achievements of the coaches but would also comment on their knowledge, attitude and aptitude of coaching.

1.4 Certain selection standards for the coaches should be prepared which would give them credit points for selection such as:

1.4.1 Successful completion of training programs. Training programs to involve modules on understanding psychosocial concerns of sports persons and dealing with them, adolescent education etc. ** (*NIMHANS to provide technical support in preparing these modules*)

1.4.2 Previous achievement records of the coaches.

1.4.3 Completion of refreshers courses or participation in programs and workshops to enhance knowledge and skills.

1.5 SAI Coaches should be updated with the latest development in sports and in the recent researches in the respective sport discipline.

1.6 SAI Coaches should follow evidence based practice for more accuracy and latest modifications in the rules of the sports.

1.7 Psychological screening of the coaches needs to be performed on timely basis by SAI.

2. Feedback mechanisms:

2.1 SAI needs to develop feedback mechanisms and implement between coaches and sports persons as well as parents of the sports persons.

2.2 SAI Coaches can also use various methodologies such as weekly reviews, debriefing meetings with trainees to gain the feedback from them.

2.3 Similarly, coaches are expected to convey this feedback to their superiors such as director for any management.

2.4 SAI Coaches to ensure, to address the critical feedback from the sports persons and work on it with the help of their superiors.

2.5 Any critical feedback which might have future implications needs to be informed to the SAI HO or other competent authority.

2.6 In the event of any complaint on abuse of trainees, SAI counselors/coach should register the complaint, take immediate necessary actions in terms of medical examination, medical treatment, counseling, mandatory reporting of the incident and initiating action.

3. Reporting and documentation:
 - 3.1 SAI coaches are expected to regularly maintain the records of the sports persons.
 - 3.2 The recording should involve not only about the performance of the SAI trainees but about their relationship with the coaches, any emotional or behavioral disturbances observed by the coaches etc.
 - 3.3 There must be recording of any significant concerns observed among the sports persons such as suicidal tendencies, and psychological, emotional behavioral or interpersonal disturbances. These concerns further needs to be discussed and addressed with the competent authority in the institutions immediately.
 - 3.4 Coaches are expected to also maintain record of leave from training on medical/ health grounds. Unusual no. of leaves should be communicated to the concerned authorities as well as parents.

4. Code of conduct:
 - 4.1 SAI Coaches are expected to follow the code of conduct as prescribed by the organisation.
 - 4.1.1 Coaches are expected to ensure that they are using appropriate language (no use of bad language, words and derogatory statements).
 - 4.1.2 Maintaining appropriate boundaries with sports persons such as meeting them at designed spaces, respecting their privacy etc.
 - 4.1.3 Coaches should not invite or have an athlete(s) to their home without the permission of athlete's parents (or legal guardian).
 - 4.1.4 In case of personal touch, coaches to explain the need for physical touch and seeking their consent for the same during training activities.
 - 4.1.5 Preferably, having a female sports coach present along with male coaches during the coaching period for girl sports persons.
 - 4.1.6 Coaches are expected to be sensitive to the needs and concerns of female sports persons. For special concerns such as private parts injuries or menstruations etc, male coaches to take help from their female colleagues.
 - 4.1.7 Awareness programs to be carried out with focus on substance abuse.
 - 4.1.8 Awareness to be created informing about psychological issues faced by sportspersons.
 - 4.2 SAI should sensitize the coaches on the rights of the children ensuring that no physical or corporal punishment can be given.

 - 4.3 SAI Coaches are expected to maintain objectivity and fairness in their coaching for all the trainees.
 - 4.3.1 By providing equal time to all the sports persons under them.
 - 4.3.2 By providing appropriate attention to individual needs of each SAI trainee.
 - 4.3.3 By providing similar inputs to all the sports persons.
 - 4.3.4 By NOT discriminating sports persons based on their caste, class or gender.

- 4.3.5 By NOT encouraging favors from the sports persons or their families.
 - 4.3.6 By AVOIDING favoritism among sports persons.
 - 4.3.7 By AVOIDING training of selected trainees on one to one basis post schedule training structure.
 - 4.3.8 Coach should avoid frequent individual meetings with a particular player especially of opposite sex. If required the same should be in the designated space under the knowledge of superiors.
- 4.4 Code of conduct with fellow coaches:
- 4.4.1 Coaches are expected to respect the fellow coaches of other sports.
 - 4.4.2 Derogatory comments on other sports coaches are strictly prohibited.
 - 4.4.3 Coaches are expected to assist other coaches during requirements.

GUIDELINES FOR TRAINEES /SPORTS PERSONS

1. Discipline
 - 1.1 Trainees are expected to adhere to the rules and regulations prepared by SAI for the discipline in the respective sports.
 - 1.2 Discipline guidelines for the sports persons to be provided by SAI.
 - 1.3 If any sports persons isfound to be violating the rules and regulations of the institutions; the institutions can take disciplinary action as per the rules, by forming a committee and evaluating the act of indiscipline.
 - 1.4 Forming of disciplinary committee is important for each institution to evaluate the behaviors of the trainees

2. Grievances reporting:
 - 2.1 All the trainees are to be given orientation on how and where to report their grievances.
 - 2.2 Trainees can use online grievance facility provided by the institution.
 - 2.3 Sports persons should be encouraged to give feedback about the coaching andsystem of the institutions.
 - 2.4 Sports persons should report their grievances to higher authorities or NCPCR if the institutions have not addressed the grievances adequately.
 - 2.5 All efforts should be madeto improve on reporting mechanisms time to time by monitoring the reporting practices.

3. Specific rights of sports persons:
 - 3.1 Trainees should be allowed to contact their family members and meet them on designated time of the institutions.
 - 3.2 Trainees can provide feedback about amenities and facilities to the institutions by maintaining confidentiality.
 - 3.3 Trainees to provide feedback on the coaching practices to the competent authorities in the institutions for any course of action.
 - 3.4 Trainees should be provided with free medical treatment including the cost of investigations.
 - 3.5 Regular workshop for sportspersons/trainees focusing on personality enhancement, relationship management, coping cum resilience.
 - 3.6 The sports persons/trainees drop their complaint/suggestion in the box placed in the common room freely without disclosing their identity if they otherwise canq do so.

4. Safety guidelines:
 - 4.1 Trainees/sports persons should be provided orientation on safety guidelines of the organization.
 - 4.2 Athletes should not ride in a coach's vehicle without another adult present who is the same gender as the athlete, unless prior parental permission is obtained.
 - 4.3 Sports persons are expected to follow safety guidelines in the institutions:
 - 4.3.1 Avoiding inflammatory articles in the hostels.

- 4.3.2 Providing information to hostel wardens or coaches when sports persons are out of hostel.
 - 4.3.3 Sportspersons should provide information about the fellow colleagues who are having psychological concerns and need help.
 - 4.3.4 Strictly prohibiting psychoactive substances or drugs in the hostel.
 - 4.3.5 Institutions can provide the safety guidelines to sports persons at the beginning of the program.
 - 4.3.6 Safety guidelines in case of tournament outside the country or within the country.
 - 4.3.7 Safety guidelines for female sports persons.
 - 4.3.8 Safety guidelines for sportspersons in case of psychological, emotional or behavioral concerns.
5. Safety Guidelines for trainees/ sportspersons on substance abuse
- 5.1 Sports persons' life may lead to drugs abuse for a number of reasons, including performance enhancement, self-treat or otherwise untreated mental illness, and deal with stressors, such as pressure to perform, injuries, physical pain, and retirement from sports.
 - 5.2 The commonly used substances are alcohol, tobacco, opioids, performance enhancing drugs etc.
 - 5.2.1 SAI is expected to look into the issues related to substance abuse among sports persons
 - 5.2.2 SAI should carry out regular screening for substance abuse among sports persons which may also use blood investigations etc.
 - 5.2.3 SAI should install necessary monitoring mechanisms in the premise of sports institutions such as CCTV cameras to monitor the activities of sports persons
 - 5.2.4 SAI should issue clear instructions on detection of substance abuse to supervising staff in SAI premises.
 - 5.2.5 SAI should conduct regular preventive health programs for its trainees to educate them about the harmful effects of substance abuse and treatment.
 - 5.2.6 If SAI finds its trainees using substances, appropriate psychological interventions should be made available in terms of counseling, mental health assessment, treatment & recovery.
 - 5.2.7 SAI should be documenting substance abuse among sports persons and should take appropriate actions if regular psychological treatments are not working.
6. Safety Guidelines for trainees/ sports persons in case of psychological, emotional or behavioural concerns
- 6.1 Stressful environment in sports, difficulties of physical practice and challenges of developmental task, can lead to concerns. If these concerns are not addressed with appropriate preventive and curative interventions, sports persons/ trainees are likely to end in having serious mental health problems such as depression anxiety disorders, self harm or suicidal behaviours

- 6.1.1 SAI in collaboration with mental health institutions should sensitize its coaches and other administrative staff on stages of development, detection of emotional or behavioural problems among the adolescent trainees and its management.
- 6.1.2 SAI should conduct regular mental health promotion programs for the sports persons in collaboration with mental health institutions (like NIMHANS)
- 6.1.3 SAI should conduct periodical screening of sports persons for emotional or behavioural disturbances by the mental health professionals.
- 6.1.4 SAI should educate coaches in detection of emotional and behavioural disturbances among trainees and making appropriate referrals for SAI administrative staff/management.
- 6.1.5 SAI should institutionalise counseling services in its centers
- 6.1.6 SAI should pursue effective documentation of emotional and behavioural disturbances among trainees and its regular evaluation.
- 6.1.7 Appropriate sports referral of trainees should be followed by SAI who are having serious mental health concerns such as suicidal ideas/ wishes, depression, disoriented behaviours etc.
- 6.1.8 Guidelines for the coaches, teachers, hostel wardens and other staff to be prepared by SAI in case of emergency such as suicide attempt or aggressive behavior by trainees.
- 6.1.9 Family members or guardians of trainees should always be informed about the emotional and behavioral concerns of trainees.

SAFETY GUIDELINES FOR FEMALE SPORTSPERSONS FOR PERSONAL SAFETY

Female trainees are more vulnerable for sexual abuse either in the centers or when they attend tournaments outside centers. Female trainees/ sports persons are vulnerable for abuse either by coaches, other administrative staff or by fellow sports persons. Under these circumstances, it is important for female trainees/sports persons to equip with personal safety skills to protect themselves. The personal safety skill training should be carried out

1. SAI should carry out personal safety programs for the trainees on regular basis
2. SAI should inspect its premises regularly so as to assess safety of female sportspersons.
3. Adequate monitoring mechanisms need to be placed in the institutions such as CCTV cameras, security guards etc. to monitor the activities in the sports institutions.
4. In case of incidence, the concerned authorities should mandatorily report the matter to the appropriate legal authorities such as police for adults or special juvenile police units and child welfare committee in case of minors (below the age of 18) as per the Protection of Children from sexual offences.
5. Coaches to be informed about code of conduct (as per the guidelines of coaches) and the remedial measures which all female children are entitled under the Prevention of Sexual Offences Act.
6. SAI should make all female children aware of this act and also put in place remedial measures including contacting the State Cell for Protection of Child Rights.