



SKATE SAFE INDONESIA

FISI SAFEGUARDING POLICY

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1. INTRODUCTION

Indonesia Ice Skating Federation (FISI) is fully committed to creating a safe, inclusive, and supportive environment for everyone involved in the sport of ice skating in Indonesia. This policy aims to protect all skaters, especially children, youth, and vulnerable individuals, from all forms of abuse, violence, neglect, and exploitation, whether physical, emotional, verbal, or sexual.

This policy seeks to ensure that all participants are aware of their rights, responsibilities, and the standards of behavior expected of those participating in our sport.

This policy also sets out procedures to report any harassment or abuse

- a) Undang-Undang No. 35 Tahun 2014 on Child Protection
- b) Undang-Undang No. 12 Tahun 2022 on Sexual Violence Crimes
- c) Undang-Undang No. 11 Tahun 2008 tentang Informasi dan Transaksi Elektronik (ITE) and its amendments, related to online harassment
- d) Undang-Undang No. 13 Tahun 2003 on Labor, particularly regarding protection in the sports sector.

FISI establishes standards of behavior, reporting procedures, and support mechanisms to prevent and respond to incidents that may harm the well-being of members of the ice skating community.

1.1. Scope of the Policy

This policy applies to all individuals participating in or involved with FISI activities, including but not limited to:

- a) Skaters (amateur, professional, junior, senior)
- b) Coaches and choreographers
- c) Competition officials and team staff
- d) FISI management and administrative personnel
- e) Volunteers and event committees
- f) Parents or guardians of skaters
- g) External partners (therapists, vendors, photographers, sponsors)

1.2. Definitions

“Harassment and Abuse” refer to any unwanted act, whether repeated or one-time, that may cause physical, psychological, emotional, or sexual harm. This definition aligns with:

- a) Undang-Undang no. 35 Pasal 1 (15) on Child Protection
- b) Undang-Undang no. 12 Pasal 4–15 on Sexual Violence Crimes

Forms of harassment and abuse include but are not limited to:

- a) Physical Abuse: e.g., hitting, kicking, pinching, forced overtraining resulting in injury
- b) Emotional Abuse: e.g., insults, intimidation, public humiliation

- c) Sexual Harassment: e.g., sexual comments, unwanted touching, inappropriate relationships
- d) Neglect: e.g., failure to provide care, protection, or essential needs
- e) Abuse of Power: e.g., misuse of authority to exploit or intimidate

2. SAFEGUARDING PRINCIPLES

2.1. Core Values and Ethics

FISI upholds integrity, respect, fairness, and professionalism in all sporting activities. Protection of skaters and everyone involved is a fundamental aspect of ethical and responsible sport. FISI believes:

- a) Everyone has the right to feel safe, respected, and protected.
- b) Safeguarding must be proactive—not only reactive.
- c) Those in authority (coaches, officials, leaders) carry moral and legal responsibilities for participant safety.

2.2. Rights of Children and Vulnerable Individuals in Sport

FISI recognizes that children and vulnerable persons are entitled to special protection under both national and international law.

The federation adopts the Best Interests of the Child as its guiding principle, ensuring that every decision and action prioritizes the safety, dignity, and development of young or vulnerable participants.

FISI strictly prohibits all forms of violence, harassment, and exploitation, whether physical, verbal, psychological, or sexual.

Coaches, officials, and staff are expected to:

- a) Exercise their authority responsibly and professionally.
- b) Avoid any conduct that could harm, manipulate, or exploit skaters.
- c) Ensure training and competition environments are physically safe and emotionally supportive.

2.3. Safe and Inclusive Environment

FISI is committed to maintaining a physically and psychologically safe environment that is inclusive and free from discrimination based on:

- a) Gender;
- b) Age;
- c) Race and ethnicity;
- d) Religion or belief;
- e) Socioeconomic status;
- f) Disability;

- g) Sexual orientation;
- h) Athletic ability.

All training, competition, and communication environments—whether in person or online—must be free from bullying, exclusion, harassment, or intimidation in any form.

This principle applies equally to all interactions between athletes, coaches, parents, volunteers, and staff members. Every individual must take responsibility for ensuring that the sport remains a safe and welcoming space for all participants.

3. RESPONSIBILITY OF INVOLVED PARTIES

All individuals involved in the activities of the Indonesia Ice Skating Federation (FISI) share the responsibility of maintaining the safety, comfort, and well-being of others within the sporting environment. Safeguarding is a collective effort that requires awareness, accountability, and ethical conduct from every participant.

Below is a summary of the general responsibilities of each group:

- a) Coaches and Choreographers:
 - Ensure that all training sessions are conducted in a physically and emotionally safe environment.
 - Promote positive coaching practices that encourage growth and development without intimidation or humiliation.
 - Refrain from misusing authority, coercing athletes, or engaging in any behavior that constitutes harassment or abuse.
 - Be vigilant in identifying and responding to early signs of distress, exhaustion, or risk among skaters.
- b) Skaters:
 - Treat fellow skaters, coaches, and officials with respect, fairness, and sportsmanship.
 - Refrain from engaging in bullying, discrimination, or any form of disrespectful behavior.
 - Maintain a positive and supportive team environment, both in person and online.
 - Report any incident or concern that compromises safety or violates this policy.
- c) Officials, Event Committees, and Staff:
 - Provide facilities, schedules, and operational systems that prioritize safety and minimize potential risks.
 - Implement safeguarding measures during all official activities, including training, competitions, and travel.
 - Ensure that all personnel understand and comply with FISI's safeguarding procedures.
- d) Parents and Guardians:
 - Support FISI's safeguarding policy and act as positive role models for young athletes.

- Supervise their children appropriately and maintain open communication with coaches and officials.
- Report any observed misconduct or discomfort affecting their child or others.
- e) Volunteers and External Partners:
 - Comply with all FISU safeguarding guidelines and procedures.
 - Avoid any form of inappropriate or unprofessional contact with athletes, particularly minors.
 - Act in a manner that upholds the integrity, safety, and values of FISU in all interactions.

4. CODE OF ETHICS AND BEHAVIOR

The Indonesia Ice Skating Federation (FISU) establishes this Code of Ethics as a guide for all individuals involved in the organization's activities—both on and off the ice.

This code is designed to foster a culture of mutual respect, accountability, and safety, ensuring that all actions reflect the integrity and spirit of the sport.

4.1. General Principles of the Code of Ethics

All members and participants must:

- a) Uphold integrity, honesty, and respect in every interaction.
- b) Reject all forms of violence, harassment, discrimination, bullying, or any act that undermines another person's dignity.
- c) Maintain professionalism and never misuse their position, power, or relationship with skaters for personal gain.
- d) Pay special attention to the safety and well-being of children and vulnerable individuals.
- e) Promote fairness, inclusivity, and ethical conduct in all training, competition, and administrative activities.

4.2. Prohibited Conduct

FISU enforces a zero-tolerance policy toward any form of misconduct or unethical behavior. The following actions are strictly prohibited:

- a) Inappropriate or non-consensual physical contact with another person.
- b) Offensive, demeaning, or intimidating language, gestures, or behavior.
- c) Private communication or contact with minors outside of a professional context and without the knowledge or consent of parents/guardians.
- d) Requests or coercion to engage in personal activities unrelated to training or competition.
- e) Sharing or distributing photos, videos, or private information of skaters without official authorization.

- f) Sexual conduct or communication, including suggestive comments, messages, or jokes, whether in person or online.

4.3. Guidelines for Social Media and Digital Communication

In today's digital environment, all FISI members must use social media responsibly and professionally. The following guidelines apply:

- a) Avoid sending private or direct messages to minor athletes without the knowledge of their parents or the head coach.
- b) Do not post or share images or content that portray skaters in vulnerable, misleading, or inappropriate contexts.
- c) Maintain professional and respectful communication across all digital platforms.
- d) Use social media to promote positive encouragement, sportsmanship, and team spirit, not to spread criticism, gossip, or misinformation.

5. TYPES OF HARASSMENT AND ABUSE

The Indonesia Ice Skating Federation (FISI) defines harassment and abuse as any act or omission that causes an individual to feel threatened, harmed, humiliated, or exploited.

Such behaviors may occur directly or indirectly, as a single incident or a repeated pattern.

The following outlines the main forms of misconduct recognized under this policy.

5.1. Physical Abuse

Physical abuse includes any act that causes physical pain, injury, or bodily harm. Examples include:

- a) Hitting, kicking, pinching, or pulling hair.
- b) Forcing skaters to train while injured or without medical clearance.
- c) Administering physical punishment as a form of discipline.
- d) Compelling athletes to perform extreme or unsafe physical activities beyond their age or physical limits.

5.2. Psychological (Emotional) Abuse

Emotional abuse refers to behavior that damages a person's self-esteem, confidence, or mental well-being. Examples include:

- a) Insulting, humiliating, or shouting at skaters in public.
- b) Intimidating, threatening, or isolating skaters from the group.
- c) Ignoring emotional needs or experiences, including trauma.
- d) Applying excessive pressure to achieve results or threatening removal from a team without valid reason.

5.3. Sexual Harassment

Sexual harassment includes any unwelcome sexual advance, request, or behavior, whether verbal, physical, or digital. Examples include:

- a) Touching or physical contact in an inappropriate or sexual manner.
- b) Making sexual remarks, proposals, or vulgar jokes.
- c) Sending or showing sexually explicit messages, images, or videos.
- d) Misusing authority or influence to seek an intimate or sexual relationship.

Note: Sexual harassment may occur between a coach and skater, between skaters, or from external parties. It can happen to anyone, regardless of age, gender, or position.

5.4. Neglect

Neglect refers to the failure to provide adequate care, attention, or support. Examples include:

- a) Failing to maintain a safe environment during training or competition.
- b) Ignoring reports of injury, mental distress, or signs of abuse.
- c) Leaving young skaters unsupervised during training or events.
- d) Denying appropriate nutrition, rest, or emotional support during intense training.

5.5. Bullying and Intimidation

Bullying is repeated behavior intended to hurt, humiliate, or exclude others, either in person or online (cyberbullying). Examples include:

- a) Spreading rumors or false information about a skater.
- b) Mocking someone's appearance, background, or ability.
- c) Publicly shaming or ridiculing mistakes in training or competition.
- d) Excluding someone from team or social activities.

5.6. Abuse of Power

Abuse of power occurs when an individual in a position of authority exploits that position for personal gain or control. Examples include:

- a) Forcing a skater to perform tasks outside professional boundaries.
- b) Offering special treatment in exchange for personal favors.
- c) Threatening to remove an athlete from a team or event if personal requests are not fulfilled.

5.7. Other Relevant Forms

Other forms of misconduct include:

- a) Discrimination based on gender, religion, ethnicity, socioeconomic status, or sexual orientation.
- b) Online harassment, including offensive comments, posts, or messages on social media.

- c) Grooming, or the manipulative process of developing a relationship with a minor for the purpose of future sexual exploitation.

6. PROTECTION PROCEDURES

The Indonesia Ice Skating Federation (FISI) establishes the following protection procedures to ensure that all participants are aware of, and can act upon, signs of abuse or misconduct. These procedures are designed to identify risks, facilitate reporting, and ensure appropriate follow-up and documentation.

6.1. Identifying Warning Signs of Risk

All individuals, especially coaches, staff, and officials, are expected to recognize common warning signs of abuse or neglect, which may include:

- a) Unexplained physical injuries;
- b) Sudden or extreme changes in behavior (withdrawal, aggression, fearfulness);
- c) Unusual fear, discomfort, or avoidance toward a specific person;
- d) Persistent complaints of pain or illness without medical cause;
- e) Verbal statements or expressions of distress, discomfort, or fear by a skater.

If such signs are observed, individuals must respond with care, discretion, and responsibility, and report their concerns according to the procedure below.

6.2. Reporting Procedure

Anyone who witnesses, suspects, or experiences an incident of abuse, harassment, or a violation of this policy may report it directly or indirectly through the following channels:

Reporting Channel:

- a) FISI Safeguarding Officer;
- b) Confidential email provided by FISI: safeguarding@iceskatingindonesia.com ;
- c) Official report form available during FISI activities (training, competitions, etc.);
- d) Head coach or team official, if the reporter feels more comfortable doing so.

Information to Include in a Report:

- a) Identity of the reporter (anonymous reports will still be reviewed)
- b) Time, date, and location of the incident
- c) Names of those involved or witnesses (if known)
- d) Description of the incident or concern
- e) Supporting evidence, such as messages, screenshots, or witness statements

6.3. Initial Response and Investigation

Upon receiving a report:

- a) The Safeguarding Officer will conduct a preliminary assessment of urgency and credibility.
- b) If required, the case will proceed to an internal investigation that is impartial, confidential, and documented.
- c) If the case involves potential legal violations (e.g., sexual violence, child abuse), FISI will refer it immediately to the relevant authorities such as the police, the National Commission on Violence Against Women (Komnas Perempuan), the National Commission on Human Rights (Komnas HAM), or local Child Protection Services.

6.4. Whistleblower Protection

FISI guarantees the following protections for any individual reporting in good faith:

- a) The confidentiality of the reporter's identity, unless disclosure is legally required and agreed upon.
- b) Protection from retaliation, intimidation, or discrimination as a result of filing a report.
- c) In cases of post-report intimidation, the individual may file an additional complaint, which will be handled as a safeguarding violation.

6.5. Confidentiality and Data Protection

All data and information related to safeguarding cases will be handled confidentially and shared only with individuals directly involved in case management. FISI complies with UU No. 27 Tahun 2022 on Personal Data Protection and ensures that all records are securely stored.

Information will not be disclosed to third parties unless required by law or deemed necessary to protect the safety of those involved.

6.6. Internal Recording and Reporting

FISI will maintain complete and secure documentation of all reports, investigations, and outcomes in confidential archives.

Periodic, anonymized reports may be provided to the FISI Executive Board to support internal evaluation, training, and continuous improvement of the safeguarding system.

7. HANDLING REPORTS AND INVESTIGATIONS

The Indonesia Ice Skating Federation (FISI) ensures that every report or complaint related to harassment, abuse, or misconduct is handled promptly, fairly, and confidentially.

This section outlines the steps to be taken once a report has been received.

7.1. Initial Response to Reports

Upon receiving a report, the Safeguarding Officer will:

- a) Acknowledge receipt of the report to the complainant (if the identity is known).
- b) Conduct an initial risk assessment to determine the severity and urgency of the situation.
- c) Decide whether immediate protective action is necessary, which may include:
 - o Temporary separation between the reported individual and the affected skater;
 - o Notification of relevant authorities (e.g., police, child protection services) if required.

7.2. Internal Investigation Procedure

If the case is assessed as manageable internally (and does not involve serious criminal offenses), FISI will initiate a formal internal investigation with the following steps:

- a) Appointment of a neutral and competent investigator or investigation team.
- b) Collection of relevant information and evidence, including interviews with all involved parties.
- c) Chronological documentation of events, securely stored in confidential records.
- d) Objective analysis of findings and preparation of recommendations for next steps.

FISI guarantees that every investigation will be conducted fairly, free from conflicts of interest, and with respect for the rights and dignity of all parties involved.

7.3. Sanctions and Disciplinary Actions

If the investigation concludes that a violation has occurred, FISI may impose one or more of the following actions, depending on the severity of the case:

- a) Written warning or formal reprimand;
- b) Temporary suspension from activities or events;
- c) Revocation of coaching licenses or staff accreditation;
- d) Termination of employment or contractual agreements;
- e) Referral to law enforcement authorities if a criminal element is identified.

All disciplinary measures will be guided by principles of fairness, proportionality, and due process.

7.4. Right to be Heard and Due Process

Any individual who is the subject of a report has the right to:

- a) Be informed of the allegations against them;
- b) Provide an explanation, statement, or supporting evidence;
- c) Be accompanied by a representative or advisor (if necessary) during the process.

FISI will not impose any disciplinary action without proper process, documentation, and an opportunity for all parties to be heard.

7.5. Handling of Serious or Emergency Cases

If a report involves serious violations such as sexual violence, child exploitation, or other criminal acts:

- a) FISU must immediately report the case to law enforcement or other competent authorities.
- b) FISU's internal role will focus on supporting the victim, documenting the incident, and coordinating with relevant agencies.
- c) Internal disciplinary measures may still be applied in parallel to ensure the safety of other participants.

7.6. Protection of Victims and Witnesses

FISU guarantees that victims, reporters, and witnesses will:

- a) Be protected from intimidation, threats, or retaliation;
- b) Receive updates regarding the progress of case handling;
- c) Be given the option of being accompanied by a parent, guardian, or legal representative, particularly in cases involving minors.

FISU is committed to maintaining a trauma-informed approach that prioritizes the welfare, dignity, and safety of victims throughout the entire process.

8. POLICY EVALUATION AND REVIEW

The Indonesia Ice Skating Federation (FISU) is committed to ensuring that this Safeguarding Policy remains effective, relevant, and responsive to evolving needs, regulations, and community feedback.

8.1. Schedule of Periodic Review

This policy shall be reviewed at least once every two (2) years, or earlier if:

- a) There are changes in laws or regulations related to child or athlete protection;
- b) A major safeguarding case occurs that requires policy improvement;
- c) Recommendations are received from national or international organizations concerning protection in sports;
- d) The FISU Executive Board deems an earlier review necessary.

The review process ensures that FISU remains aligned with best practices and applicable legal standards.

8.2. Evaluation Process

The evaluation of this policy will be carried out by the FISU Safeguarding Team, in collaboration with:

- a) Representatives of coaches and officials;
- b) Senior athletes;
- c) External experts, when needed (e.g., sports psychologists, child protection consultants, or legal advisors).

The evaluation will assess:

- a) The effectiveness of training programs and reporting mechanisms;
- b) The quality and timeliness of responses to reports or incidents;

- c) The level of compliance with the Code of Ethics by coaches, skaters, and staff;
- d) The overall impact of safeguarding efforts on athlete welfare and organizational culture.

8.3. Feedback and Community Involvement

FISI encourages active participation from the ice skating community in reviewing and improving the safeguarding system.

Feedback can be provided through:

- a) Evaluation forms at the end of training seasons;
- b) Anonymous suggestion boxes at official events;
- c) Online discussion forums facilitated by FISI.

All feedback will be reviewed carefully and considered in the next policy revision to ensure that community voices are included in safeguarding improvements.

8.4. Policy Amendments and Publication

Any amendment or revision to this policy shall:

- a) Be officially announced to all stakeholders;
- b) Include a publicly accessible version (both in print and digital formats);
- c) Take effect only after formal dissemination and, if necessary, short briefing sessions or training.

9. CONTACT AND SUPPORT RESOURCES

The Indonesia Ice Skating Federation (FISI) provides safe, reliable, and responsive communication channels to handle any inquiries, reports, or requests for assistance related to the protection and welfare of skaters and participants.

9.1. FISI Safeguarding Officer

Name : Irene Claudia
Email : safeguarding@iceskatingindonesia.com

9.2. National Protection Services

If a reporter or affected person prefers to contact external agencies, the following national protection services are available:

- a) Indonesian Child Protection Commission (*Komisi Perlindungan Anak Indonesia*)
Website : www.kpai.go.id
Hotline : 021-31901556
- b) National Commission on Violence Against Women (*Komisi Nasional Anti Kekerasan terhadap Perempuan*)
Website : www.komnasperempuan.go.id
Hotline : 021-3903963
- c) Women and Children Protection Unit (*Unit Pelayanan Perempuan dan Anak*)
- d) Police
Contact the nearest police office for assistance and reporting.

- Hotline : 110
- e) SAPA 129 Service – Ministry of Women’s Empowerment and Child Protection
(*Kementerian Pemberdayaan Perempuan dan Perlindungan Anak*)
- Hotline : 129
- WhatsApp : 08111-129-129
- Website : <https://laporsapa129.kemenpppa.go.id>

9.3. Emergency and Medical Services

In case of emergency or immediate risk, the following services are available:

- a) Ambulance : 119

9.4. Referral and Assistance

For cases requiring psychological, legal, or medical support, FISI will collaborate with:

- a) Certified sports or clinical psychologists;
- b) Legal advisors or volunteer lawyers, where needed;
- c) Partner medical facilities and referral hospitals.

These partnerships aim to ensure that victims and affected individuals receive timely and professional care in a supportive and confidential environment.