

St. Catharines Club Roma Soccer



CLUB POLICIES



Revision Control Notice

This document is controlled and supersedes all previous versions. Discard any previous copy of this document prior to the revision and publication date noted on this page.

Revision History

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Introduction

The purpose of this document is to provide St. Catharines Club Roma Soccer members with a clear understanding of expectations that govern our day to day operations at our club.

Definitions

Club Roma (St. Catharines) Inc. Club Roma Sports Association”: *may be referred to herein as Club Roma Soccer, St. Catharines Club Roma Soccer, Club Roma Sports Association, SCCRS, CRSA or “our club”*

Members: *includes those participants who are registered at St. Catharines Club Roma Soccer including coaches, parents, players, team officials*

Team Officials: *those designated as Coach, Assistant Coach, Trainer, Manager, Assistant Manager or volunteering otherwise*

Club Roma, Club or Roma: *refers to the club facility including fields located at Club Roma, 125 Vansickle Rd. St. Catharines, Ontario*

Participants: *those engaged in playing, practicing, exhibition, team play or other activity at Club Roma*



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[Guidelines for Adults Interacting with Children in Sport \(Web Link\)](#)

[Reporting Child Sexual Abuse and Misconduct \(Web Link\)](#)

[Steps for Reporting Child Sexual Abuse \(Web Link\)](#)

[Steps for Reporting Inappropriate Conduct](#)

[Resources for Kids](#)

[Resources for Parents](#)

St. Catharines Club Roma Soccer Code of Conduct for Players

Obligations toward the Game

A player should:



1. Make every effort to develop their own sporting ability, in terms of skill, technique, tactics and stamina.
2. Give maximum effort and strive for the best possible performance during a game, even if the team is in a position where the desired result has already been achieved.
3. Set a positive example for others, particularly young players and supporters.
4. Avoid all forms of gamesmanship and time-wasting.
5. Always have regard to the best interests of the game, including where publicly expressing an opinion on the game and any particular aspect of it, including others involved in the game.
6. Do not use inappropriate language.

Obligations towards the Team

A player should:

1. Make every effort consistent with Fair Play and the Laws of the Game to help the team win.
2. Resist any influence that might, or might be seen to, bring into question commitment to the team winning.

Respect for the Laws of the Game and Competition Rules

A player should:

1. Know and abide by the Laws, rules and spirit of the game, and the competition rules.
2. Accept success and failure, victory and defeat, equally.
3. Resist any temptation to take banned substances or use banned techniques.

Respect towards Opponents

A player should:

1. Treat opponents with due respect at all times, irrespective of the result of the game.
2. Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.

Respect towards the Referees

A player should:

1. Accept the decision of the Referee without protest.
2. Avoid words or actions that may mislead a Referee.
3. Show due respect towards the Referee.

Respect towards Team Officials

A player should:

1. Abide by the instructions of their Coach and Team Officials, provided they do not contradict the spirit of this Code.
2. Show due respect towards the Team Officials of the opposition.



Obligations towards the Supporters

A player should:

1. Show due respect to the interests of supporters.

Club Roma Soccer Code of Conduct for Team Officials

A Team Official must:

- Be committed to improve the performance of the players and the team physically and mentally.
- Provide a high-quality soccer program for players with a positive environment/atmosphere.
- Be thoroughly acquainted with FIFA Laws of the Game and they must keep attuned to the sound principles of coaching.
- Respect all human beings i.e., players and referees. Opponents and referees must be treated with respect.
- Encourage players to win within the laws of the game.
- Be enthusiastic and positive. They must ensure that they are generous with praise when deserved.
- Maintain the high standards of personal conduct and fair play.
- Never be involved in any circumstances that are offensive or suggest sexual connotations. The club will ensure that Coaches and Managers are made aware of and agree to adhere to the Code of Conduct for Coaches and Managers.

Club Roma Soccer Code of Conduct for Parents, Caregivers, Guardians, and Spectators

Parent's/caregivers/guardians/spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

- Other Players
- Referees
- Managers
- Spectators

Club Roma Soccer will ensure that parents/caregivers/guardians/spectators within the club are always positive and encouraging towards all of the players—not just their own—and will encourage parents/caregivers/guardians/spectators to:

- Applaud the opposition as well as their own team
- Avoid coaching the child during the game
- Not to shout and scream
- Respect the referee's decisions
- Give attention to each of the children involved in soccer not just the most talented
- Give encouragement to everyone to participate in soccer

Club Roma Soccer will ensure that parents/caregivers/guardians/spectators agree and adhere to the Code of Conduct and Ontario Soccer's Screening Handbook



Club Roma Soccer Code of Conduct for Match Officials

Match Officials having certain privileges through and by The Association, with respect to the game, shall realize and respect their responsibilities and duties to The Association and the game. The Association endorses The Canadian Soccer Association's "Code of Ethics" for Match Officials. Specifically Match Officials shall:

- Conduct themselves with dignity both on and off the field of play and shall, by example, endeavor to inspire the true principles of fair play and earn the respect of those whom they serve;
- Not cause The Association to become involved in any controversial matters and shall abide by the rules and regulations of the jurisdiction in which they officiate;
- Adhere to all standards and directives;
- Always be neat in appearance and maintain a high level of physical and mental fitness;
- Study the Laws of the game and be aware of all changes, and shall enforce all said Laws and changes;
- Perform their designated responsibilities, including attending organized clinics and lectures, etc., and shall assist their colleagues in upgrading and improving their standards of officiating, instructing and assessing;
- Honour any appointments made for and accepted by them unless unable to do so by virtue of illness or personal emergency;
- Not publicly criticize other referees or any soccer association nor shall they make any statements to the media related to any game in which they were involved;
- Be subject to disciplinary action for not complying with this Code of Conduct.

Code of Conduct to Protect Children, Minors in Sport

Introduction

Club Roma Soccer has developed the following Child Protection Code of Conduct to guide our employees/ volunteers in their interactions with children and minors. The safety, rights and well-being of minors we serve are at the core of our daily programs. We nurture supportive relationships with children while balancing and encouraging appropriate boundaries.



Why is a Child Protection Code of Conduct Important?

Club Roma Soccer is committed to ensuring all children and minors are protected and safe. A Code of Conduct is an important part of creating safe environments for children. The safety, rights and well-being of children participating in our programs is a priority in our daily operations.

The intent of the Code of Conduct is to guide our staff/volunteers in developing healthy relationships with the children involved in sport programs delivered by our organization and to model appropriate boundaries for children

Treating Children, Minors with Dignity and Maintaining Boundaries

All staff/volunteers/Team Officials must:

- Treat all children with respect and dignity
- Establish, respect, and maintain appropriate boundaries with all minors and families involved in activities or programs delivered by the organization

It is important to monitor your own behaviour towards children, and pay close attention to the behaviour of your peers to ensure that behaviour is appropriate and respectful, and will be perceived as such by others.

All of your interactions and activities with children and minors:

- should be known to, and approved by the board, where applicable, and the parents of the child
- tied to your duties, and
- designed to develop the child's skills in the sport program

Always consider the child's reaction to any activities, conversations, behaviour or other interactions. If at any time you are in doubt about the appropriateness of your own behaviour or the behaviour of others, you should discuss it with the designated person within your organization.

Examples of unacceptable behaviour toward a child:

- embarrassing
- shaming
- blaming
- humiliating
- putting them down

General Rules of Behaviour

Staff/volunteers of the organization must not:

- Engage in any sort of physical contact with a child that may make the child or a reasonable observer feel uncomfortable, or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any communication with a child within or outside of duties with the child, that may make the child uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any behaviour that goes against (or appears to go against) the organization's mandate, policies, or Code of Conduct to Protect Children, regardless of whether or not they are serving the organization at that moment.



- Conduct their own investigation into allegations or suspicions of potentially illegal or inappropriate behaviour – it is a staff/ volunteer’s duty to report the matter to the designated person, Child Welfare Agency, or law enforcement, not to investigate.

What Constitutes Inappropriate Behaviour?

Inappropriate behaviour includes:

1. **Inappropriate Communication.** Communication with a child or his/her family outside of the context of duties for the organization, regardless of who initiated the exchange. For example:
 - a. Personal phone calls not tied to duties with the child
 - b. Electronic communications (email, text message, instant message, online chats, social networking including “friending”, etc.) not tied to duties with the child
 - c. Personal letters not tied to duties with the child
 - d. Excessive communications (online or offline)
2. **Inappropriate Contact.** Spending unauthorized time with a child outside of designated duties with the organization.
3. **Favoritism.** Singling out a child or certain children and providing special privileges and attention. (for example, paying a lot of attention to, giving or sending personalized gifts, or allowing privileges that are excessive, unwarranted or inappropriate.)
4. **Taking Personal Photos/Videos.** Using a personal cell phone, camera or video to take pictures of a child, or allowing any other person to do so, as well as uploading or copying any pictures you may have taken of a child to the Internet or any personal storage device. Pictures taken as part of your job duties are acceptable, however, the pictures are to remain with the organization and not be used by you in a personal capacity.

Inappropriate behaviour also includes:

5. Telling sexual jokes to a child, or making comments to a child that are or is in any way suggestive, explicit or personal.
6. Showing a child material that is sexual in nature, including, signs, cartoons, graphic novels, calendars, literature, photographs, screen savers, or displaying such material in plain view of a child, or making such material available to a child
7. Intimidating or threatening a child
8. Making fun of a child

Inappropriate behaviour will not be tolerated, especially as it relates to the well-being of the children involved in activities or programs delivered by the sport organization.

Whether or not a particular behavior or action constitutes inappropriate behaviour will be a matter determined by the organization having regard to all of the circumstances, including past behaviour, and allegations or suspicions related to such behaviour.

Reporting Requirements

All staff, team officials and volunteers must report suspected child sexual abuse, inappropriate behaviour or incidents that they become aware of, whether the behaviour or incidents were personally witnessed or not.

Where to report:



1. All allegations or suspicions of potentially illegal behaviour (for example, child sexual abuse) that a staff/volunteer witnesses first-hand, must be promptly reported to police and/or child welfare in a addition to our Administrative Lead.
2. To ensure the protection of all children in our care, all allegations or suspicions of potentially illegal behaviour that a staff/volunteer learns of must also be promptly reported to police and/or child welfare. Police and/or child welfare will make the determination as to whether the allegation or suspicion requires further investigation.
3. All allegations or suspicions of inappropriate behaviour (see above examples), that a staff/volunteer learns of or witnesses first-hand, must be reported to the designate for the sport organization. This Code is intended as an example only.

Keep in mind that you may learn of potentially illegal or inappropriate behaviour through the child or some other third party, or you may witness it first-hand. Examples of the type behaviour you may learn of or witness and that you must report as set out above includes:

- a. Potentially Illegal behaviour by a Team Official/Staff/Volunteer of the organization
- b. Potential Illegal behaviour by a third party, such as a Parent, Teacher, Babysitter, Coach

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behaviour or inappropriate behaviour, discuss the issue with the designated person within your organization who will support you through the process.

Remember: You have an independent duty to report all suspicions of potentially illegal behaviour directly to police and/or child welfare.

Follow up on Reporting

When an allegation or suspicion of potentially illegal behaviour is reported, police and/or a child welfare agency (locally - Family and Children Services Niagara or FACS) will be notified. The sport organization will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behaviour is made, the sport organization will follow up on the matter to gather information about what happened and determine what, if any, formal or other disciplinary action is required.

In the case of inappropriate behaviour, if:

- multiple behaviours were reported
- inappropriate behaviour is recurring, or
- the reported behaviour is of serious concern

the organization may refer the matter to a child welfare agency or police.

NOTE: This policy must be signed by all Club Roma Soccer Staff and Volunteers.

Equity and Inclusion Policy (see CRS Accessibility, Equality and Inclusion Policy)

The aim of this policy is to ensure that everyone is treated fairly and with respect and that Club Roma Soccer is equally accessible to all. A complete copy of our Accessibility, Equality and Inclusion Policy can be found at the end of this document.

Club Roma Soccer is responsible for setting standards and values to apply throughout the Club at every level. Soccer belongs to and should be enjoyed by anyone who wants to participate in it. Our commitment is to confront and eliminate discrimination



whether by reason of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities. This policy is fully supported by the Club Officers who are responsible for the implementation of this policy.

Club Roma Soccer, in all its activities will not discriminate, or in any way treat anyone less favourably, on grounds of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. It means that Club Roma Soccer will ensure that it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in, and enjoy, its activities.

Club Roma Soccer will not tolerate harassment, bullying, abuse or victimization of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination. This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal.

Club Roma Soccer is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the Declaration of Expectations for Fairness in Sport (the London Declaration) 2001, Canadian Human Rights Act 1985 and Employment Equity Act 1995 as well as any amendments to these acts and any new legislation.

Anti-Doping Policy

Club Roma Soccer fully supports the anti-doping initiatives of the Canadian Centre For Ethical Sport, the Canadian Anti-Doping Program, the CSA, the OSA and FIFA. Club coaches and administrators are encouraged to bring the topic of doping and ethical sport into their team conversations and monitor overall behaviour. The following links offer valuable resources that are to be shared and discussed among coaches, players and parents.

The Canadian Centre for Ethical Sport

Canadians want sport to be ethical and fair for all athletes. The CCES is the custodian of Canada's anti-doping initiative – working to create an environment that matches the expectations of Canadians. To contribute to values-based sport for Canadians, and to help level the global playing field, the CCES manages the Canadian Anti-Doping Program (CADP), which is the set of rules that govern doping control in Canada. Compliant with the World Anti-Doping Code and all international standards, the CADP describes how the program is carried out and details the process of results management. It also sets the education standard for values-based sport in Canada. <http://cces.ca/>

The Canadian Anti-Doping Program

The Canadian Centre for Ethics in Sport (CCES) is the custodian of the Canadian Anti-Doping Program (CADP); the set of rules that govern anti-doping in Canada. The CADP consists of several components such as in- and out-of-competition testing, education, medical exemptions, and the consequences of doping violations. The CADP is compliant with the World Anti-Doping Code and all international standards. <http://cces.ca/canadian-anti-doping-program>



The Canadian Soccer Association

The CSA has adopted the CADP which means that you can be confident that you are part of a world-class anti-doping program that is designed to protect athletes' rights and ensure a level playing field. The Canadian Soccer Association's anti-doping policy reflects and supports the CADP. <http://www.canadasoccer.com/the-canadian-anti-doping-program-p151943>

FIFA

FIFA has a clear vision: to keep football free of doping. It is FIFA's duty to protect players from harm and ensure that footballers can compete on an even playing field. Since FIFA is dealing with ambitious and independent individuals, its anti-doping strategy relies on education and prevention. FIFA respects the dignity and private life of each player who is subject to testing. <http://www.fifa.com/development/medical/anti-doping/index.html>

Zero Tolerance Policy

Club Roma Soccer is a strong supporter of making sport safe for everyone. Our club supports the following policy to help ensure the safety and enjoyment of soccer for all.

Zero Tolerance Policy

Any team official, parent, grandparent or guardian judged by the Discipline Board to be guilty of abusive conduct toward a referee during any game will be reprimanded in writing. A review of all relevant policies will be done. A second conviction, during the same season will result in the member being restricted from all services rendered by the Club including attendance at all soccer activities within the Club. In extreme cases, as determined by the Discipline Board, a member may be reinstated subject to a review hearing.

Zero Tolerance Policy Procedures

When a referee feels that they are being abused, as per the scope of this policy, by either a team official or supporter, the referee is allowed to suspend the playing of the game. If the abuse is physical, the game official is advised to inform the coaches that the game has been abandoned and then proceed with step 1.

The Referee will then verbally advise both coaches that the game has been stopped due to the abuse and inform both coaches as to the source of the abuse. If the source is one of the coaches, the referee will advise the coach that the next occurrence of a similar nature will result in an abandonment of the game and that a report to the Club's Discipline Board will be sent in for review. If the source is a supporter, the appropriate coach will provide the referee with the name of the supporter and the coach must advise the fan that the next occurrence of a similar nature will result in abandonment of the game. A report to the Club's Discipline Board will be sent in for review. If the supporter is not associated with either team, both coaches are asked to speak to the supporter and ask the individual to leave.

Once the prescribed action has been completed, the game will restart with a dropped ball between the two teams at the location where the play was stopped. If the abuse continues, the referee will be allowed to stop any further playing of the game and advise the coaches that the game has been abandoned and that a Special Incident Report will be forwarded to the Club's Discipline Board.



The official must clearly indicate on the game sheet that the game was abandoned due to abuse and if abandoned:

1. The game official must contact either their Referee Coordinator or a member of the Executive to verbally report the incident within 24 hours.
2. A Special Incident Report, with the assistance of the Referee Coordinator or a member of the Executive, if required, must then be forwarded to the Club within 72 hours.
3. The Club's Discipline Board will then review and deal with the report as per their guidelines.
4. If the game was abandoned due to the conduct of a fan not associated with either team, the Executive will determine the status of the game.

Note: In the case where the alleged abuse is of a physical nature the referee should contact the local police service and file a complaint.

Anti-Harassment Policy

Here at St. Catharines Club Roma Soccer, we support and enforce a NO harassment policy in all programs. This policy involves contact and non-contact of all participants. SCCRS and its Directors, volunteers, employees and team personnel will take the appropriate steps to ensure we safeguard and protect the participants.

What is Harassment?

Harassment is any behaviour or action, verbal, nonverbal or sexual that causes another individual or group to feel intimidated, offended, embarrassed and/or humiliated at any time. This is not acceptable towards anyone at any time.

A few examples of Harassment:

- Unwanted physical contact including pinching, touching, patting etc.
- Degrading hazing
- Practical jokes that may be dangerous to a person's safety and cause embarrassment and awkwardness
- Self Esteem threatening acts
- Jokes, innuendos or teasing regarding someone's body, looks, race or sexual orientation etc.

Member's Duty to Report

All SCCRS Members (Directors, volunteers, members, employees, team personnel, players, and parents/guardians) with reasonable grounds to suspect an individual is or may be suffering from harassment must immediately report this suspicion and the factual information on which it is based to the proper authorities. This authority could Club Administrator, Team personnel, Club Roma Employee, Family and Children Services (FACS) or Niagara Regional Police.

Ontario Soccer Harassment Policy

St. Catharines Club Roma Soccer, as a Member of Ontario Soccer, is committed to adhering to Ontario Soccer's published Harassment Policy.



Section 1.0 – GENERAL of the Ontario Soccer policy is as follows:

1. Ontario Soccer is committed to providing a sport and work environment in which all individuals are treated with respect and dignity. Each individual has the right to participate and work in an environment that promotes equal opportunities and prohibits discriminatory practices.
2. Harassment is a form of discrimination. Harassment is prohibited by the Canadian Charter of Rights and Freedoms and by Human Rights Legislation in every province and territory of Canada.
3. Harassment is offensive, degrading and threatening. In its more extreme forms, harassment, in particular sexual harassment can be an offence under Canada's Criminal Code.
4. Whether the harasser is a director, supervisor, employee, coach, volunteer, parent or athlete, harassment is an attempt by one person to assert abusive, unwarranted power over another.
5. Ontario Soccer is committed to providing an environment free of harassment on the basis of race, national or ethnic origin, color, religion, age, sex, sexual orientation, marital status, family status or disability.
6. This policy applies to all employees as well as to all directors, officers, volunteers, coaches, referees, administrators, athletes and members or registrants of Ontario Soccer.
7. This policy applies to harassment that may occur during the course of all Ontario Soccer business, activities and events. It also applies to harassment between individuals associated with Ontario Soccer but outside Ontario Soccer business, activities and events when such harassment adversely affects relationships within Ontario Soccer's work and sport environment.
8. In keeping with this policy, Ontario Soccer encourages the reporting of all incidents of harassment regardless of who the harasser may be and is committed to a process that is widely published in the soccer community, available to all participants and easy to follow and implement.
9. Notwithstanding this policy, any person who experiences harassment continues to have the right to seek assistance from the Provincial Human Rights Commission, even when steps are being taken under this policy. Note: The full Harassment Policy is available on request.

Every member and registrant of Ontario Soccer has a responsibility to play a part in ensuring that the Ontario Soccer sport environment is free from harassment. This means not engaging in, allowing, condoning or ignoring behavior contrary to this policy. In addition, any member or registrant of Ontario Soccer who believes that a fellow member or registrant has experienced or is experiencing harassment is encouraged to notify a Harassment Officer appointed under this policy.

A person who experiences harassment is encouraged to seek the advice of a Harassment Officer.



Anti-Bullying Policy

In compliance with the Canada Soccer Association's CANADA GUIDE TO SOCCER SAFETY, Club Roma Soccer is a strong believer in providing all members with a safe and inclusive environment free from bullying and discrimination.

Please see the CANADA GUIDE TO SOCCER SAFETY "Anti Bullying" Policy.

At our Club, we want to ensure a safe sporting environment for children and all members wherever they participate and at whatever level. We also take seriously our responsibility to safeguard any minors in our care at all times, and recognize that an emotionally supportive environment, not just physically, is imperative for the healthy development of an athlete.

What is Bullying?

Bullying is the severe or repeated use of oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at another individual that to a reasonably objective person has the effect of:

- 1) Causing physical or emotional harm to the other person or damage to the other person's property;
- 2) Placing the other person in reasonable fear of harm to himself/herself or of damage to his/her property;
- 3) Creating a hostile environment for the other person at any soccer activity;
- 4) Infringing on the rights of the other person at any soccer activity; or
- 5) Materially and substantially disrupting the orderly operation of any soccer activity

The objectives of the Anti-Bullying Policy are:

- 1) To make it clear that bullying will not be tolerated in any form.
- 2) To define bullying and educate all coaches, team personnel, athletes, and parents about the types of behaviour that constitute bullying.
- 3) To inform all coaches, team personnel, athletes, and parents that there is a policy and protocol, should any bullying issues arise.
- 4) To make clear the responsibility of the organization and coaches, team personnel, athletes, and parents to report bullying.
- 5) To spread the word that bullying is taken seriously and that all athletes can be assured that they will be supported when bullying is reported. The bullying or harassment of any player, coach, parent or staff member of our club is not to be tolerated under any circumstance.



How to handle bullying:

- intervene if safe to do so. It is ok to seek help from another member
- separate the parties involved if safe to do so
- make sure everyone is safe
- meet any immediate or mental health needs
- stay calm and reassure those involved
- contact Police if in immediate danger

Reporting Bullying

Bullying will not be tolerated and any violation must be reported to Administration immediately by email or in person. Reports will be addressed immediately with the violator. Violators can be educated, suspended from attending or playing at the club. Additional penalties may apply in the form of sanctions against the player through other governing bodies such as Niagara District Soccer Association, Ontario Soccer and Canada Soccer.

NOTE: verbal abuse or any abuse of any kind towards Referees, Team Officials, Administration or other club personnel will also not be tolerated and strictly enforced if in violation.

Change Rooms and Washrooms Policy

While there are no specific legal requirements regarding the use of changing facilities, St. Catharines Club Roma Soccer recognizes there is a general duty of responsibility and care when young children and minors are present in the facility utilizing change rooms and / or washroom areas.

The following policy is in place when using change rooms and washrooms at St. Catharines Club Roma Soccer:

1. Children under the age of 10 must be accompanied by an adult when using the washroom areas at Roma.
2. If under the age of 10, an adult or child over the age of 13 must accompany the younger child.
3. Children are not to be left alone using the washroom facilities.
4. When accessing the washrooms through the change rooms, a child must be accompanied by an adult (if a representative of the club, Adult must be of the same sex) or child over the age of 13.
5. Parents/Guardians must supervise their children throughout the facility at Roma.

Club Roma Soccer Complaints Procedure Policy

In the event that any member feels that he or she has suffered discrimination in any way or that the Club Policies, Rules or Code of Conduct have been broken they should follow the procedures below:



1. They should report the matter to the Club Administrator or in the absence of a Club Administrator then the Club President. If this is not practical then any complainant is directed towards Ontario Soccer's Policy 7.0 (Complaint Procedure) under Section 13 (Harassment) of Ontario Soccer Published Rules. Further guidance is available online (www.ontariosoccer.net/rules) to assist in dealing with Club Complaints including:
 - a. Provincial Harassment Officers
 - b. District Harassment Officers
 - c. Case Review Panels
 - d. Child Social Services
2. Put their complaint in writing using the Complaint Intake Form
3. The Club Management Committee will sit for any hearings that are requested.
4. The Club Management Committee will have the power to:
 - a. Warn as to future conduct
 - b. Suspend from membership
 - c. Remove from membership any person found to have broken the Club's Policies or Codes of Conduct.

Volunteer Screening Policy

St. Catharines Club Roma Soccer supports the initiative of Ontario Soccer and adopts its policy and procedures for Volunteer Screening.

Educating participants, coaches, managers, leaders, and volunteers about abuse and harassment is very important. SCCRS recognizes that the organization has a responsibility to appropriately screen any person who will have access to vulnerable people. This responsibility is both moral and legal; it is not only the "right" thing to do but it is legislated under the "Duty of Care" concept.

"Duty of Care" is a legal principle that identifies the obligations of individuals and organizations to take reasonable measures to care for and protect their clients. It is important to understand that Canadian courts will uphold organizations' responsibilities to screen carefully. This is part of their "Duty to Care."

St. Catharines Club Roma Soccer understands that screening personnel and volunteers is a vital part of providing a safe sporting environment. We have a responsibility, by law, to do everything reasonable to provide a safe and secure environment for participants in its programs, activities, and events. The purpose of screening is to identify individuals who may pose a risk to our club members.

This Policy applies to all individuals whose position with the St. Catharines Club Roma Soccer is one of trust or authority which may relate to, at a minimum, finances, supervision, young people, or people with a disability.



Types of Record Checks

Police Record Check – A search of the RCMP criminal records database to determine whether the individual has a criminal record (PRC)“

Vulnerable Sector Check –A secondary part of the Police Record Check, for individuals who are volunteering in a vulnerable sector (such as with minor athletes or with persons with a disability), which also searches for the existence of any pardoned sex offenses and/or charges (VS).

Who Needs to be Screened?

Not all individuals associated with the St. Catharines Club Roma Soccer will be required to undergo screening through a PRC-VS and a Screening Disclosure Form because not all positions pose a risk of harm to the NSC or to its participants. Our club will determine which individuals will be subject to screening using the following guidelines (variations from the guidelines are at the sole discretion of the club)

Low Risk-Individuals - involved in low risk assignments that are not in a supervisory role, not directing others, not involved with financial/cash management, and/or do not have access to minors or people with a disability. Examples: Parents, youth, or volunteers who are coaching non-travelling recreational teams.

High Risk– Individuals involved in high risk assignments who occupy positions of trust and/or authority, have a supervisory role, direct others, are involved with financial/cash management, and who have access to minors or people with a disability. Examples: Full time coaches, Team Officials who travel with athletes, Team Officials who could be alone with athletes

CLUB POLICY:

Low Level Risk Individuals will:

1. Complete a Screening Disclosure Form annually.
2. Complete an Application Form indicating that the individual has read and understands the clubs policies and procedures.
3. Provide one letter of reference related to the position sought if requested.
4. Participate in orientation as determined by SCCRS.



High Level Risk Individuals will:

1. Complete and provide a PRC-VS annually.
2. Complete a Screening Disclosure Form annually.
3. Complete an Application Form annually, indicating that the individual has read and understands SCCRS policies and procedures. This may be an online form.
4. Provide one letter of reference related to the position sought.
5. Participate in orientation as determined by SCCRS.
6. Provide a Driver's Abstract if requested.

Failure to participate in the screening process as outlined in this policy will result in the individual's ineligibility for the position sought.

If Administration are of the opinion that, notwithstanding a conviction, a person can occupy a position within the SCCRS without adversely affecting the safety of the SCCRS, any individual, athlete or member of SCCRS through the imposition of such terms and conditions as are deemed appropriate, Administration may approve an individuals' participation.

If an individual subsequently receives a conviction under the Criminal Code of Canada or is found guilty of an offence in violation of club policies, they will report this circumstance immediately to the SCCRS Administrator.

If an individual provides falsified or misleading information, the individual will immediately be removed from their SCCRS position and may be subject to further discipline.



Tobacco Free Policy

Our Commitment

Club Roma Soccer recognizes that there is ample research demonstrating the health hazards caused by the use of tobacco products, including smoking, smokeless tobacco and breathing second-hand smoke, and understands our responsibility to the participants of our program to model and promote tobacco-free lifestyles. We stress to leaders, teachers, coaches, officials, parents, spectators and all others involved, the importance of maintaining a tobacco-free environment while working with young people.

Review of Policy

All games, activities, tournaments, competitions, sponsored events, and other performances sanctioned by our organization will be tobacco-free. Tobacco free means no smoking, snuffing, dipping or chewing tobacco by players/participants, coaches/leaders, parents, spectators and officials. We will promote the tobacco-free policy at all our activities by: Having coaches/leaders explain the policy to players/members and ask them to explain the policy to their parents and others who may come to their game/activity/performance. Including the policy in the first schedules/notices about the sport or recreation group so all new and returning participants, their parents/guardians, coaches/leaders and officials/managers know about the policy from the start. Making the policy visible throughout the year/season using various messages, including logos on uniforms, banners at events and encouraging coaches and older players/members to promote active, healthy, and tobacco free lifestyles. We will reinforce the tobacco-free policy at all our activities by: Encouraging all coaches/leaders, players/members and parents to respectfully remind someone using tobacco about the tobacco-free policy – being able to point to a tobacco-free logo on a uniform or banner makes this easier. Consistently applying consequences with people who repeatedly break the policy – repeated violations by players/members or their parent/guardian may result in a verbal and written warning from the coach/leader, or the association executive in the case of a repeat coach/leader violation. Following a written warning the individual violating the policy again may be asked to leave the activity or game.

Healthy Snacks Policy

In light of the fact that obesity and nutrition-related diseases are on the rise in North America, SCCRS feels that promotion and modeling of healthy eating habits and balanced lifestyles to members of our Club can play a crucial part in this issue. Whether as Players, Team Officials, Match Officials or as Supporters we all have a part to play. With the support of Ontario Soccer's Club Excellence program, we are committed to helping improve the well-being of our community and in doing so have implemented a Healthy Snack Policy since February 2021.

A Healthy Snack Policy empowers participants to nourish their bodies appropriately and limit ingredients that will impede performance or wellness. Children learn about healthy eating at school and need a supportive environment, both at home and in the community, to help put those lessons into action. Club Roma Soccer will help make this happen.

Community sports also provide adults with an opportunity to become role models for healthy eating. As such, the expectation is that half-time snacks, pre-game meals and post-game meals are to be healthy. Healthy foods and beverages are those that fall



within Canada's Food Guide and align with the web links below. Club Roma Soccer Healthy Snack Policy is maintained regardless of:

- Playing level (Competitive or Recreational)
- Location (Home or Away) or
- Purpose (Match, Training).

Club Roma Soccer Privacy Policy

Club Roma Soccer is committed to controlling the collection, use and disclosure of the personal information provided by our members.

“Personal information” is personally identifiable information such as your name, residential address and email address. Personal information is collected by our soccer club only when you specifically and knowingly choose to provide it, as when you register with our Member Clubs and Leagues. Publicly available information, such as public directory listing of your name, address, telephone and electronic address is not considered personal information.

Personal information is used for registration purposes with Ontario Soccer, CSA and Leagues in which you or your child participate or to communicate with you should the need arise. No other sharing of this information is permitted.

Unless you specifically authorize us to release your personal information, or release is required or permitted by law, St. Catharines Club Roma will not sell, lease or trade your personal information to other third parties.

Facility and Equipment Safety

Club Roma Soccer understands the need for our grounds and facilities to be maintained and in good condition for the well being and safety of members and participants. We understand that maintaining our soccer fields is a priority to avoid risk of injuries and will undertake to check and maintain the surface of fields to remove hazards.

Members with concerns for safety of the facility or specific equipment may address their concerns to our Director of Fields.

Portable Goal Posts

Portable goalposts must be secured either by the use of chain anchors or anchor weights. Under no circumstances are children or adults permitted to climb, swing on or play on goal posts as goal posts may topple over.

Portable goalposts will be moved to a safe location when not in use.

Parents, Guardians and Members have a duty to educate their children and family members on the importance of not climbing, swinging or using the goal posts in a manner that is deemed unsafe.



Jewelry

Players are not permitted to wear anything that is dangerous to themselves or other players. **NO** jewelry. This includes rings, bracelets (except medical alert bracelets which must be either made of Velcro or similar soft material, or covered with a sweatband), earrings, necklaces, other visible piercings. The practice of taping jewelry is not acceptable. There are no exceptions to this rule.

Head Scarf and Turban

As per FIFA approved amendments to Law 4 regarding players equipment, the decision of the IFAB regarding the use of headscarves comes into effect immediately: where head covers (excluding goalkeepers' caps) are worn, they must:

- be black or the same main colour as the shirt (provided that the players of the same team wear the same colour)
- be in keeping with the professional appearance of the player's equipment - not be attached to the shirt
- not be dangerous to the player wearing it or any other player
- not have any parts extending out from the surface (protruding elements)
- Other headscarves are also permitted provided the above criteria are met

Players wearing Casts Policy (as per Canada Soccer)

This Canada Soccer policy document is designed to reduce inconsistencies in rulings over players wearing casts. All referees are expected to follow these policies in all matches sanctioned by Canada Soccer. Law 4 states that a player may not use equipment or wear anything that is dangerous [to anyone]. It further states that non-dangerous protective equipment is permitted as long as it has the sole purpose of protecting the individual physically providing that it poses no danger to the individual or any other player. Modern protective equipment made of soft, lightweight, padded materials are not considered dangerous and are therefore permitted.

Hard casts are considered to pose a danger to both the wearer and other players and are not permitted to be worn. The practice of padding a hard cast does not reduce the element of danger.

Players wearing a soft cast will be permitted to play if the cast does not present a danger to the individual or any other player. The referee or Supervisor of Officials (if one has been appointed to the match/tournament) will make the final decision as to the acceptability of any cast. Any player who uses a cast with the intent to intimidate or injure an opponent shall be sent off.

Player Insulin Pump Policy (as per Canada Soccer)

This Canadian Soccer Association ("Canada Soccer") policy is designed to reduce inconsistencies in rulings over players with diabetes who wear an insulin pump. All referees are expected to follow these policies in all matches sanctioned by Canada Soccer. An insulin pump is designed to ensure that the player maintains a proper blood glucose level during the game. An extended period without infusion of insulin may result in hyperglycemia (excess sugar in the blood). Law 4 states that a player may not use equipment that is dangerous to him/herself or another player. This is further expanded upon in the interpretations



of the Laws of the Game whereby it is advised that players may use equipment that has the sole purpose of protecting the individual physically providing that it poses no danger to the individual or any other player. A player wearing an insulin pump because of a medical condition is permitted to play providing he/she has received written medical clearance and is able to provide the referee with a note indicating such. The pump itself must not present a danger to the individual or any other player.

Club Roma Soccer Social Media Policy

This policy governs the publication of and commentary on social media by volunteers, employees and Members of St. Catharines Club Roma Soccer. For the purposes of this policy, social media means any facility for online publication and commentary, including without limitation blogs, wiki's, social networking sites such as Facebook, Instagram, Snapchat, Tik Toc, LinkedIn, Twitter, Flickr, and YouTube. This policy is in addition to and complements any existing or future policies regarding the use of technology, computers, email and the internet.

Club volunteers, employees and Members are restricted from publishing photos, names or locations of all members without their consent. Publishing of such content on social media must be made in accordance with this policy. Club employees are subject to this policy to the extent they identify themselves as an employee of the club (other than as an incidental mention of place of employment in a personal blog on topics unrelated to the Club.

Publication and commentary on social media carries similar obligations to any other kind of publication or commentary.

All uses of social media must follow the same ethical standards that the Club must otherwise follow.

Don't Tell Secrets

It's perfectly acceptable to talk about your work and have a dialog with the community, but it's not okay to publish confidential information. Confidential information includes things such as unpublished details about our financial information, upcoming projects, membership, research, and trade secrets.

Protect your own Privacy

Privacy settings on social media platforms should be set to allow anyone to see profile information similar to what would be on the club website. Other privacy settings that might allow others to post information or see information that is personal should be set to limit access. Be mindful of posting information that you would not want the public to see.

Be Honest

Do not blog anonymously, using pseudonyms or false screen names. We believe in transparency and honesty. Use your real name, be clear who you are. Nothing gains you notice in social media more than honesty - or – better to remove it immediately to lessen the possibility of a legal action.

Dishonesty

Do not say anything that is dishonest, untrue, or misleading. If you have a vested interest in something you are discussing, point it out. But also, be smart about protecting yourself and your privacy. What you publish will be around for a long time, so consider the content carefully and also be cautious about disclosing personal details.



Respect Copyright Laws

It is critical that you show proper respect for the laws governing copyright and fair use or fair dealing of copyrighted material owned by others; including the Clubs own copyrights and brands. You should never quote more than short excerpts of someone else's work, and always attribute such work to the original author/source. It is good general practice to link to others' work rather than reproduce it.

Respect your Audience, the Club, and your Colleagues

The public in general, and the Club employees, volunteers and members, reflect a diverse set of customs, values and points of view. Don't say anything contradictory or in conflict with our website. Don't be afraid to be yourself, but do so respectfully. This includes not only the obvious (no ethnic slurs, offensive comments, defamatory comments, personal insults, obscenity, etc.) but also proper consideration of privacy and of topics that may be considered objectionable or inflammatory - such as politics and religion. Use your best judgment and be sure to make it clear that the views and opinions expressed are yours alone and do not represent the official views of the Club.

Protect our Customers, Business Partners and Suppliers

Members and partners should not be cited or obviously referenced without their approval. Never identify a member and partner by name without permission and never discuss confidential details of a customer engagement. It is acceptable to discuss general details about kinds of projects and to use non-identifying pseudonyms for a customer (e.g., Customer 123) so long as the information provided does not violate any non-disclosure agreements that may be in place with the member or make it easy for someone to identify the member. Your blog is not the place to "conduct business" with a member or partner.

Controversial Issues

If you see misrepresentations made about the Club in the media, you may point that out. Always do so with respect and with the facts. If you speak about others, make sure what you say is factual and that it does not disparage that party. Avoid arguments. Brawls may earn traffic, but nobody wins in the end. Don't try to settle scores or goad competitors or others into inflammatory debates. Make sure what you are saying is factually correct.

Be the First to Respond to your own Mistakes

If you make an error, be up front about your mistake and correct it quickly. If you choose to modify an earlier post, make it clear that you have done so. If someone accuses you of posting something improper (such as their copyrighted material or a defamatory comment about them), deal with it quickly.

Think About Consequences

For example, consider what might happen if a Club Member is in a meeting with a member or partner, and someone on the customer's side pulls out a print-out of your blog and says "This person at the Club says that member sucks." Saying "Project X needs to have an easier learning curve for the first-time user" is fine; saying "Project X sucks" is risky, unsubtle and amateurish. Once again, it's all about judgment: using your blog to trash or embarrass the Club, our customers, or your co-workers, is dangerous and ill-advised.



Disclaimers

Many social media users include a prominent disclaimer saying who they work for, but that they're not speaking officially. This is good practice and is encouraged, but don't count on it to avoid trouble - it may not have much legal effect. Wherever practical, you must use a disclaimer that states while you work or volunteer for the Club, anything you publish is your personal opinion, and not necessarily the opinions of the Club.

Don't Forget your Day Job

Make sure that blogging does not interfere with your job or commitments to members.

Social Media Tips

The following tips are not mandatory, but will contribute to successful use of social media. The best way to be interesting, stay out of trouble, and have fun is to write about what you know. There is a good chance of being embarrassed by a real expert, or of being boring if you write about topics you are not knowledgeable about. Quality matters. Use a spell-checker. If you're not design-oriented, ask someone who is whether your blog looks decent, and take their advice on how to improve it. The speed of being able to publish your thoughts is both a great feature and a great downfall of social media. The time to edit or reflect must be self-imposed. If in doubt over a post, or if something does not feel right, either let it sit and look at it again before publishing it, or ask someone else to look at it first.

Enforcement

Policy violations will be subject to the Club's disciplinary action, up to and including termination for cause.

Responsible Coaching Movement Policy

The Responsible Coaching Movement (RCM) is a call to action to keep sport healthy and safe by addressing the important role of coaches in dealing with issues relating to the health and safety of athletes, both on and off the field of play. A multi-phase system-wide movement, coordinated by the Coaching Association of Canada and the Canadian Centre for Ethics in Sport, the RCM has the potential to affect all sport organizations, coaches, and the participants in their care. The RCM is a call to action for organizations to implement realistic change based on their individual state of readiness.

With a vision of creating change by 2020, Clubs are encouraged to take the Responsible Coaching Movement Pledge and put that pledge into action using the recommended action plan and timeline provided in https://www.canadasoccer.com/files/TEMPLATE_EAP.docx. Each organization will need to determine a realistic process for creating change based on their individual state of readiness, in order for it to be successful in the long-term.

The RCM focuses on three steps to responsible coaching:

1. Rule of Two
2. Background Screening
3. Ethics and Respect Training

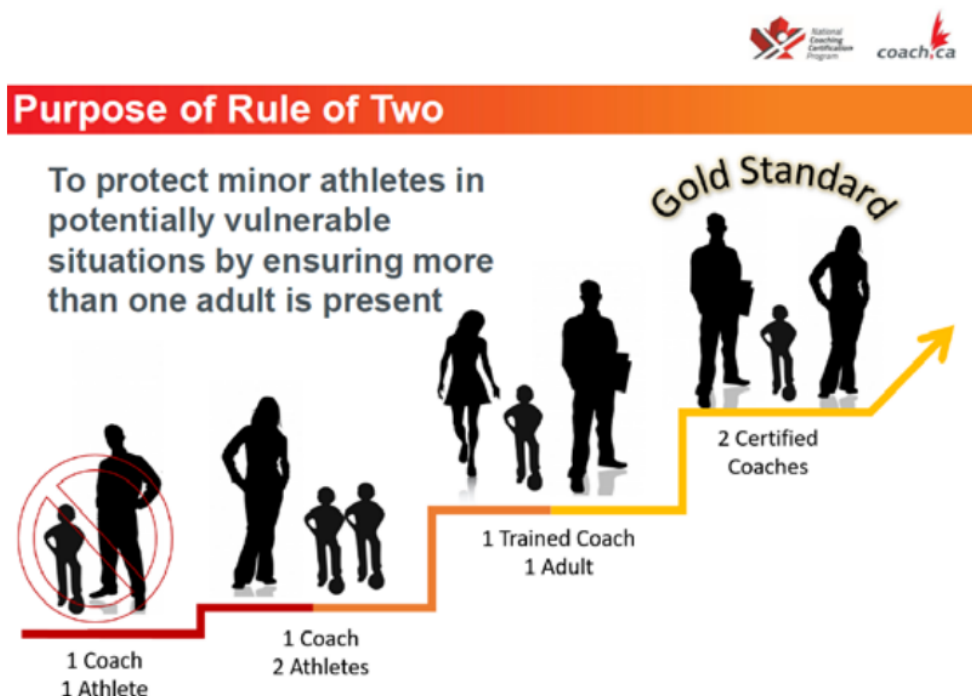


Rule of Two Policy

The Rule of Two serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments. CRS joins other organizations and has created and implemented policies and procedures that limit the instances where these situations are possible.

The Rule of Two states that there will always be two screened and NCCP trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. This means that any one-on-one interaction between a coach and an athlete must take place within earshot and view of the second coach, with the exception of medical emergencies. In the event where screened and NCCP trained or certified coaches are not available, a screened volunteer, parent, or adult can be recruited. In all instances, one coach/volunteer must reflect the genders of the athletes participating or be of an appropriate identity in relation to the athlete(s).

The following diagram depicts the “staircase approach” to the Rule of Two. While the Gold Standard is the preferred environment, it is not expected that it will be reached at all times. The alternatives presented, although increasing risk, are acceptable and would be considered to be in alignment with the Rule of Two. The one-on-one interaction between a coach and an athlete without another individual present, as depicted at the lowest stair in the diagram, is to be avoided in all circumstances.





Administration will review with Coaches the Rule of Two prior to the start of the season. Resources will be noted on our website along with providing parent/guardian education.

Screening

Screening all those involved in delivering soccer programs and administering the sport is a vital part of providing a safe sporting environment. Organizations are responsible, by law, to do everything reasonable to provide a safe and secure environment for participants in their programs, activities, and events. The purpose of screening is to identify individuals involved with the organization's activities who may pose a risk to the organization and its participants.

The screening process involves using a number of different tools to ensure staff, coaches, and volunteers meet the necessary minimum standards to coach or work with athletes. These tools include comprehensive job postings and position descriptions, criminal record checks, interviews and reference checks, as well as appropriate training and monitoring practices.

Canada Soccer recommends that all member organizations and affiliates adopt and utilize the following screening processes for all employees and volunteers who may work directly with children and adolescents, including but not limited to all coaches and team personnel.

Develop a clear Job Description and Posting

Be specific about the duties associated with the position, including key responsibilities, performance criteria, accountability, lines of reporting, and the level and type of contact with children. Consider the qualifications required for the position including both interpersonal skills and values, attitudes, and beliefs, as well as professional knowledge,

Establish a formal application and recruitment process

1. Have the candidate complete a Job Application (see Section 13.5, including:
 - a. A Screening Disclosure Form (see Section 13.6)
 - b. A release to allow the organization to contact the candidate's direct supervisor at the most recent organization with whom the candidate has worked/volunteered and permission for that individual to release information on the candidate's interactions with children
2. Interview the candidate
3. Check References

Conduct Background Screening

All employees and volunteers must complete an initial Criminal Record Check (CRC) and Vulnerable Sector Check (VSC) or an Enhanced Police Information Check (E-PIC) as well as a Child Abuse Registry Check, if available in the province or territory.

An E-PIC is an online screening tool that may facilitate and enhance the current screening processes.



Screening may also be done by completing a CRC with a local police service. A VSC can only be completed by a local police service and is required for a specific subset of the population at the time of the initial screening.

In some cases, there may be delays in receiving the results of the requested CRC and/or VSC. In these cases, organizations should utilize the following guidelines:

- Ensure the applicant has completed the Screening Disclosure Form as outlined above.
- Any employee/volunteer awaiting screening results should be under close supervision.
- Follow up with program participants. Regular contact with participants and family members can act as an effective deterrent to someone who might otherwise do harm.

Screening Review Criteria

A satisfactory CRC/E–PIC is either

- confirmation from the police or third–party provider that no criminal records and / or charges exist; or
- that any existing convictions and / or charges are not relevant to the position.

In determining whether any convictions and / or charges are relevant to the position, the organization may gather information by means which may include, without limitation, a telephone or personal interview with the individual and / or other persons or agencies.

The organization, in making the final decision, should consider the following:

- a. Relationship of the offence(s) to the nature of the position;
- b. Number and nature of the charges and/or convictions;
- c. When the offence(s) occurred; and
- d. What the individual has done since the date of the offence.

If, after the review, the organization determines that the individual poses a risk and is not an appropriate candidate for the position, the organization should immediately notify the individual in writing as to their status with the organization.

Organizations should not necessarily refuse a position to an individual because he or she has been charged with or convicted of an offence of a type which does not pose a risk to its members, considering the duties of the position the person is seeking to occupy.

Relevant Offences

The following is a list of non–exhaustive examples that are considered to be relevant offences:

- I. Any offence involving the possession, distribution, or sale of any child–related pornography
- II. Any sexual offence
- III. Any offence involving theft or fraud
- IV. Any offence for trafficking and/or possession of drugs and/or narcotics
- V. Any offence involving conduct against public morals



- VI. Any crime of violence including but not limited to, all forms of assault
- VII. Any offence involving a minor or minors
- VIII. In the event that the position requires the transportation of others, any offence involving the use of a motor vehicle, including but not limited to impaired driving

Criminal Convictions

A conviction for any of the following Criminal Code offences (non-exhaustive list) could result in removal from designated positions, competitions, programs, activities and events:

- I. Any offence of physical or psychological violence
- II. Any crime of violence including but not limited to, all forms of assault
- III. Any offence involving trafficking of illegal drugs
- IV. Any offence involving the possession, distribution, or sale of any child-related pornography
- V. Any sexual offence
- VI. Any offence involving theft or fraud

As it is outdated as soon as it is issued, it is important that coaches, team personnel, staff, and volunteers renew their E-PIC or CRC frequently. Best practice calls for a new E-PIC or CRC every 2–5 years. Club Roma Soccer requires updated police check every 2 years.

Complete a new employee/volunteer orientation

All new employees/volunteers should receive orientation. This should include but not be limited to training in organizational policies and procedures relating to safety, a clear explanation of the Code of Conduct and appropriate versus inappropriate interactions between adults and children, and the internal and external reporting processes.

Ensure proper supervision

Supervision is key to reducing the likelihood that children will be victimized and is one of the most critical ways to ensure your organization is safe. Establishing a probationary or trial period is a good way for the organization to assess whether a new employee/volunteer is the right fit. The goals of effective supervision are to:

- Support and motivate while developing an employee/volunteer's skill set
- Communicate the culture, values, and objectives of the organization
- Provide guidance, feedback, and coaching Foster accountability
- Communicate key information
- Detect misconduct and prevent child maltreatment

Respect Training

Respect Group was founded in 2004 with a single purpose; empowering all sport stakeholders to recognize and prevent ALL forms of MALTREATMENT; bullying, abuse, harassment and discrimination (BAHD) through interactive, online certification. The "Respect Platform" which is focused on building a holistic culture of respect, has become the standard training environment for Canadian sport. Having certified over one million Canadians, Respect Group has implemented the Respect Platform for hundreds



of sport organizations. Respect in Sport certification has also become a foundational element within the “Responsible Coaching Movement”, led by the Coaching Association of Canada and the Canadian Centre for Ethics in Sport.

All St. Catharines Club Roma Soccer Team Officials are required to complete Respect in Sport for Activity Leaders.

Ethics Training

Increasing coaches’ ethical conduct and ethical behaviour toward athletes requires that coaches be trained to understand what it means to act ethically. This training includes the Make Ethical Decisions module, which is a cornerstone of the National Coaching Certification Program (NCCP). By successfully completing the Make Ethical Decisions (MED) training, coaches will be fully equipped to handle ethical situations with confidence and surety. MED training helps coaches identify the legal, ethical, and moral implications of difficult situations that present themselves in the world of team and individual sport.

All Head Coaches at St. Catharines Club Roma Soccer Head Coaches and Assistant Coaches must complete Making Ethical Decisions training as part of their coaching designation requirements.

Acknowledgements

The Canadian Soccer Association has provided policies and links that Club Roma Soccer has incorporated into Policies and Procedures as suggested by the Ontario Soccer Association.

St. Catharines Club Roma Soccer policies have been adapted with some assistance from the Ontario Soccer Association Club Development Template Booklet.

Commit to Kids

Working Together to Keep Kids Safe in Sport

Sport offers incredible experiences and opportunities for children, which are integral to enhancing child development. Positive experiences are tied to healthy relationships between athletes and coaches, officials, and other sport leaders, as well as to safe environments where adults are accountable for their actions and behaviours.

The [Canadian Centre for Child Protection](#) provides expertise to the [Coaching Association of Canada’s](#) (CAC) Responsible Coaching Movement through the Commit to Kids program, and has created tailored resources available to sports organizations, coaches, officials, sport leaders, volunteers, and parents to help keep kids safe in sport. Resources are listed in the Appendix.



Appendix

Guidelines for Adults Interacting with Children in Sport

Reporting Child Sexual Abuse and Misconduct

Steps for Reporting Child Sexual Abuse

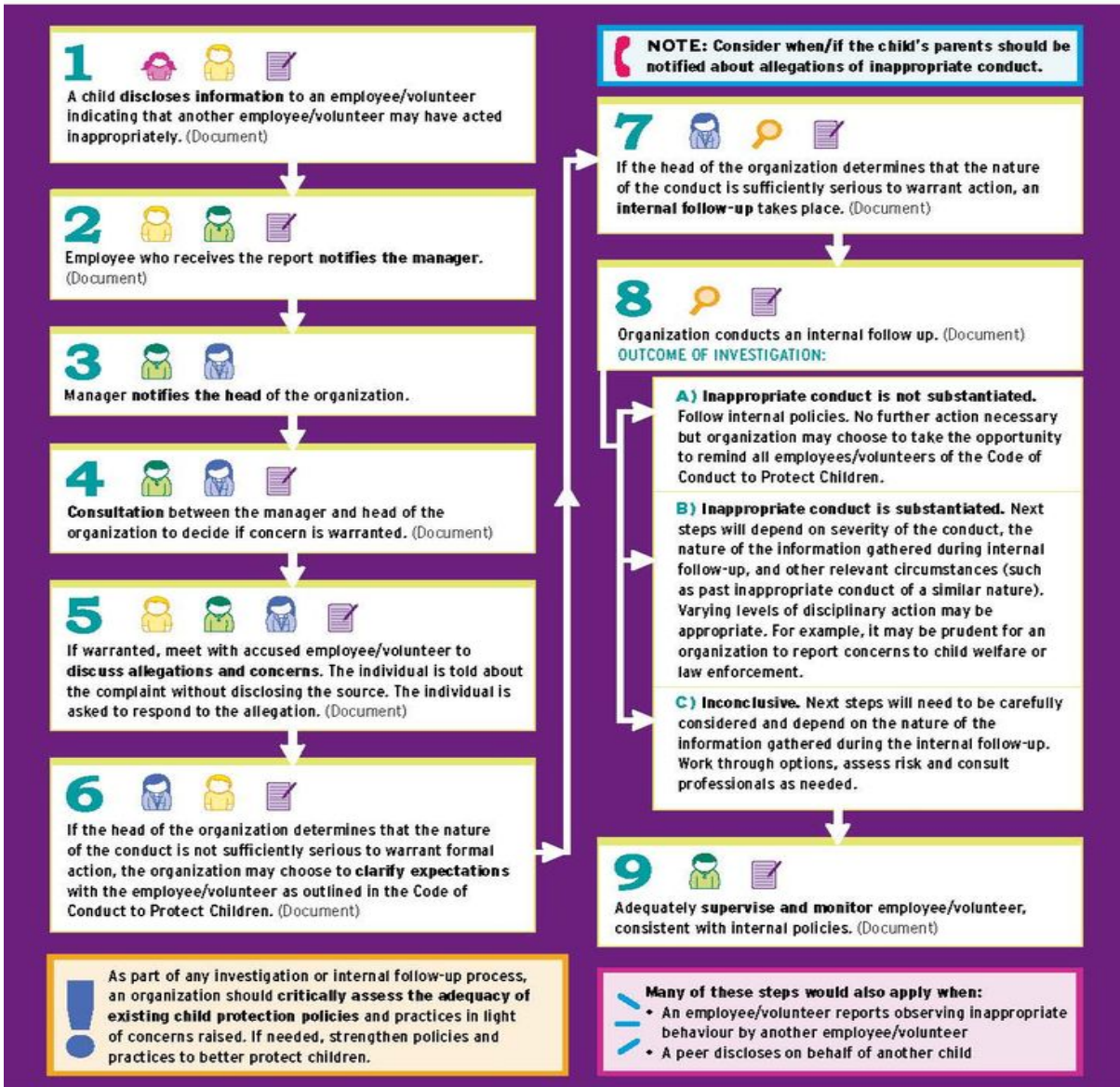
[C2K StepsForReportingChildAbuse_CAC_en.pdf \(commit2kids.ca\)](#)



INAPPROPRIATE CONDUCT

STEPS FOR REPORTING:

This card is a component of the Commit to Kids® program. It is intended as a quick reference and is not meant to be exhaustive or to replace legal advice. Users are strongly encouraged to consult with any or all of child welfare, law enforcement and legal counsel as appropriate to a given situation.



The safety of the child and other children in the organization must be ensured at all times in the process.



COMMIT TO KIDS is operated by
www.commit2kids.ca



CANADIAN CENTRE for CHILD PROTECTION®
Helping families. Protecting children.





Steps for Reporting Inappropriate Conduct - [C2K CoachingAssocCanada Misconduct en.pdf \(commit2kids.ca\)](https://www.commit2kids.ca/C2K_CoachingAssocCanada_Misconduct_en.pdf)


CHILD SEXUAL ABUSE

STEPS FOR REPORTING:

This card is a component of the Commit to Kids® program. It is intended as a quick reference for use in a sporting environment and is not meant to be exhaustive or to replace legal advice. Consult with child welfare, law enforcement and legal counsel if child abuse is alleged or suspected.

1  **Child discloses abuse or abuse is discovered** with the adult involved in the abuse being a coach/volunteer. (Document)


2  Coach/volunteer who receives disclosure:
• **Notifies law enforcement** and/or child welfare about the incident;
• **Consults with child welfare** about notifying parents; and
• **Notifies the supervisor/manager**, who in turn notifies the head of the organization. (Document)

3  Head of the organization/manager **suspends coach/volunteer** suspected of abuse with or without pay until case is resolved.* (Document) If the individual is a volunteer or unpaid staff, consider if the individual should be dismissed from their position immediately.

Many of these steps would also apply when:


- A child discloses abuse by someone outside the organization
- A peer discloses on behalf of another child
- An adult suspects a child is abused

! As part of any investigation or internal follow-up process, an organization should be **critically assessing the adequacy of existing policies** and practices, and strengthening as necessary to better protect children.


4  A child welfare agency and/or police **carry out investigation**. Organization should conduct an internal follow-up in consultation with police/child welfare and adjusts internal policies if needed.
POTENTIAL OUTCOME OF INVESTIGATION:



- A) Substantiated/guilty.** Coach/volunteer is dismissed from his/her position.*
- B) Inconclusive/not guilty*.** Seek legal counsel. Consider if coach/volunteer should be dismissed, with or without severance.*

+ Criminal processes can be complex and lengthy. A finding of not guilty may not necessarily mean that the abuse did not occur. Consult with a lawyer.

5  **Document the outcome** of the investigation on the incident report form.
Document the results of the internal follow up.

***NOTE:**
Seek legal guidance prior to suspension and/or dismissal.

 *The safety of the child and other children in the organization must be ensured at all times in the process.*

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Guidelines for Adults Interacting with Children in Sport

Sport offers incredible experiences and opportunities for children. These experiences are integral to communities and enhancing child development. Positive experiences are tied to healthy relationships between athletes and coaches, as well as to safe environments where there are clearly established guidelines for professional boundaries between adults and children. As such, the purpose of these guidelines is to establish a common understanding of expectations for adults interacting with children in sport, and a sense of safety for those who need to bring forward any concerns of misconduct towards children.

For the purpose of this document "a coach or adult" refers to any person working, volunteering or otherwise interacting with children in sport. "Children" refers to anyone under 18 years old.

This document does not address every situation nor is it meant to be an exhaustive list of acceptable or unacceptable conduct. It is meant to provide a framework within sport in which individuals are expected to exercise common sense and good judgment when interacting with children.

The Coach and Athlete Relationship

Generally, coaches are in a position of trust, and it's through professional boundaries that this foundation of trust between coaches and athletes is built. If boundaries are broken, that pillar of the relationship crumbles.

The coach and athlete relationship is also characterized by a power imbalance in favour of the coach. Athletes are taught to respect and listen to their coaches, and they are dependent upon the coach's knowledge and training to further develop their skills.

Both trust and power can be used to breach the coach-athlete relationship, and often this happens through boundary violations, which occur when the adult places their needs above the needs of the child and gains personally or professionally at the child's expense.

The responsibility is always with the adult to establish and maintain an appropriate boundaries with children.



Age of Protection in Canada

The age of protection (also called the age of consent) is the age at which a young person can legally consent to sexual activity. The age of protection in Canada is generally 16 years old, but the Criminal Code increases that age to 18 in the context of certain relationships. If the child is:

Under 12 years old	No person can engage in sexual activity with the child under any circumstance.
12 or 13 years old	The age difference <u>must</u> be LESS THAN 2 years AND the relative positions of the parties <u>must</u> be such that a child is able to give consent.*
14 or 15 years old	The age difference <u>must</u> be LESS THAN 5 years AND the relative positions of the parties <u>must</u> be such that a child is able to give consent.*
16 or 17 years old	The relative positions of the parties must be such that a child is able to give consent.*

* For all children aged 12-17: If the other person is in a position of trust or authority over the child (e.g., a coach, teacher, etc.), the child is dependent on the other person or the relationship is exploitative of the child, the child is NOT able to give consent, making sexual activity in the context of such relationships illegal. In these situations, only a person aged 18 or older is capable of consent. The increased age takes into account the inherent vulnerability of the child and is meant to protect the child in situations that involve a power or other imbalance.



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CANADIAN POSITIVE YOUTH DEVELOPMENT
Building Smiles. Building futures.



Resources for Kids

Kids Help Phone Kids Help Phone is Canada’s only national 24–hour, bilingual and anonymous phone counselling, web counselling and referral service for children and youth. Their service is completely anonymous and confidential — they don’t trace calls or have call display. Callers don’t even have to tell them their name if they don’t want to. Call 1–800–668–6868

Pathstone Mental Health Support (local to Niagara) provides phone and video counselling services to children under 18. Call 1-800-263-4944. See post below.

Niagara Regional Police Services - Youth requiring immediate assistance can call 911 for police, ambulance and fire services.



Pathstone 
Mental Health

1-800-263-4944

**WE GOT YOU
NIAGARA
24/7**

PHONE & VIDEO COUNSELLING AVAILABLE
For children & youth up to age 18

MENTAL HEALTH SUPPORT
WWW.PATHSTONEMENTALHEALTH.CA



Parent Resources

Ontario Soccer - [Parent \(ontariosoccer.net\)](http://ontariosoccer.net)

Canada Soccer - [Home - Canada Soccer](#)

Niagara Soccer Association - [Niagara Soccer Association : Discipline Dates \(niagarasa.com\)](http://niagarasa.com)

Niagara Soccer League - [Niagara Soccer League: Home Page \(e2esoccer.com\)](http://e2esoccer.com)

Protect Kids Online - <https://protectkidsonline.ca/app/en/>