



CODE OF CONDUCT TO PROTECT CHILDREN

Effective Date: October 12th 2022

Introduction

Chinooks FC has developed the following *Code of Conduct to Protect Children* to guide our coaches, staff, management and volunteers in their interactions with children. The safety, rights and well-being of the youth we serve are at the core of our daily operations. We strive to nurture supportive relationships with children while balancing and encouraging appropriate, healthy boundaries.

Why a Code of Conduct to Protect Children?

Chinooks FC is committed to ensuring all children are protected and safe. A Code of Conduct to Protect Children is an important part of creating safe environments that allow children to thrive, helping to set the standard and communicate the expectations that are consistent with our values. 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 to Protect Children and to guide our employees/volunteers in developing healthy relationships with the children involved in the programs delivered by Chinooks FC and to model appropriate boundaries for children.



Treating Children with Dignity and Maintaining Boundaries

All staff/volunteers must:

- Treat all children with respect and dignity
- Establish, respect, and maintain appropriate boundaries with all children and families involved in activities or programs delivered by Chinooks FC.

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

All your interactions and activities with children:

- Should be known to, and approved by the board, where applicable, and the parents of the child
- Tied to your duties
- Designed to develop the child's soccer skills and passion within the game

Always consider the child's reaction to any activities, conversations, behavior or other interactions. If at any time you are in doubt about the appropriateness of your conduct, behavior or the behavior of others, you should discuss it with the Safe Sport Designate on the Board of Directors with Chinooks FC.

Examples of unacceptable behavior toward a child:

- Physical or Sexual Abuse
- Harassment
- Bullying
- Discrimination
- Causing embarrassment/humiliation
- Shaming
- Blaming
- Put downs

General Rules of Behavior

Coaches, staff, management, and volunteers of Chinooks FC **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 their 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 behavior that goes against (or appears to go against) the presented 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 behavior – it is a staff/volunteer’s duty to report the matter to the Safe Sport Designate, Child Welfare Agency, or law enforcement, not to investigate.

What Constitutes Inappropriate Behavior

Inappropriate behavior 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:

- Personal phone calls not tied to duties with the child
- Electronic communications (email, text message, instant message, online chats, social networking including “friending”, etc.) not tied to duties with the child
- Personal letters not tied to duties with the child
- 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 behavior may also include, but not limited to:

5. Telling sexual or inappropriate jokes to a child or making comments that may be interpreted 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, either verbally or physically.
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 Chinooks FC.

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

Reporting Requirements

All members of Chinooks FC have a moral responsibility to report suspected abuse, maltreatment, inappropriate behavior or incidents that come to their attention, regardless of whether the behavior or incidents were personally witnessed, or not. This includes incidents of discrimination based on a person's gender, gender identity, race, ethnicity, nationality, religious beliefs, language, sexual orientation, age or other status.

Reporting incidents is our obligation and independent duty. Therefore, immediately notify the designated Director responsible for Safe Sport. It will then be their responsibility to notify the proper authorities to investigate the allegations.

The following steps will be taken by Chinooks FC:

- Will take immediate action, if necessary, to remove the accused from the program, if warranted.
- All allegations will be taken seriously
- Will reach out to the victim and their family to show care and support and extend whatever resources necessary.
- Will keep a written report of the steps taken by the organization in response to the reported abuse. The report will contain only factual information relevant to the situation. This documentation will be kept in a secure place.



All staff and volunteers must report suspected child abuse (sexual or otherwise), inappropriate behavior or incidents that they become aware of, whether the behavior or incidents were personally witnessed or not.

Reporting information about potential child abuse allows:

- An authority, like child welfare and/or police, to determine whether it is necessary to investigate.
- The parent(s) or guardian(s) to proactively take steps to protect their child.

Mandatory reporting legislation removes any personal or professional dilemma from becoming a barrier to reporting. It is not uncommon for people to minimize or deny what a child tells them during a disclosure. People are often concerned about being wrong and causing problems. Remember, reporting may disrupt existing or future abuse from occurring against other children, as well.

Where to Report

1. All allegations or suspicions of potentially illegal behavior (for example, child sexual abuse) that a staff/volunteer witnesses first-hand, must be promptly reported to police and/or child welfare. Also notify the club through contacting the Safe Sport Designate on the Board of Directors at safesport@chinooksoccer.com.

2. To ensure the protection of all children in our care, all allegations or suspicions of potentially illegal behavior 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 behavior (see above examples), that a staff/volunteer learns of or witnesses' first-hand must be reported to the Safe Sport designate, within Chinooks FC at safesport@chinooksoccer.com.

Keep in mind that you may learn of potentially illegal or inappropriate behavior through the child or a third party, or you may witness it first-hand. Examples of the type behavior you may learn of or witness and that you must report as set out above includes: a) Potentially Illegal behavior by a Staff/Volunteer of the organization b) Potential Illegal behavior 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 Chinooks Director responsible for Safe Sport who will support you through the process.

Follow up on Reporting

When an allegation or suspicion of potentially illegal behaviour is reported, police and/or a child welfare agency will be notified. Chinooks FC will follow up internally as appropriate.



When an allegation or suspicion of inappropriate behaviour is made, Chinooks FC 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 Chinooks FC soccer club may refer the matter to a child welfare agency or the police.

ADDITIONAL RESOURCES FROM [THE CANADIAN CENTRE FOR CHILD PROTECTION](#)



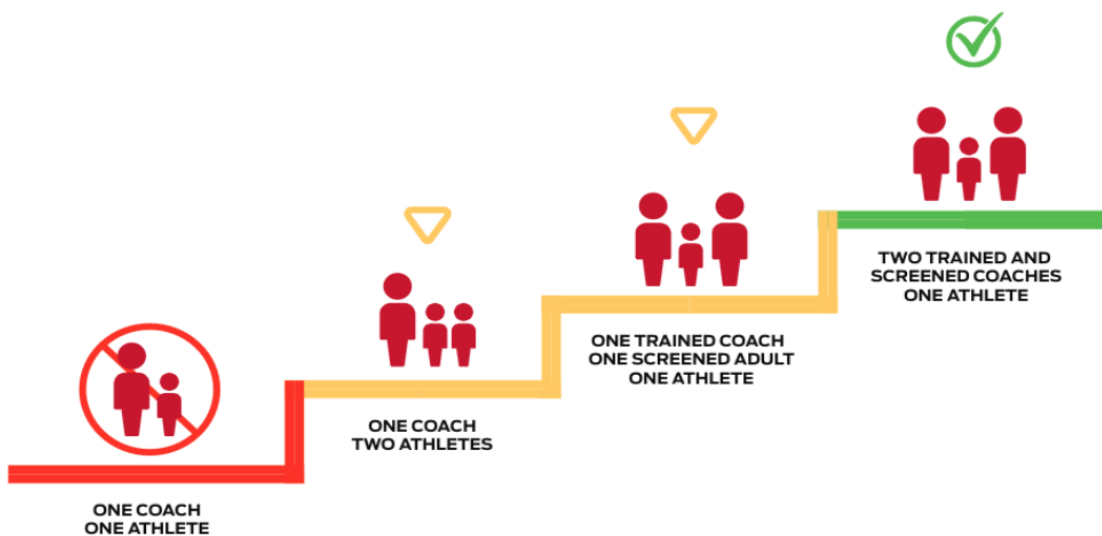
RESPONSIBLE COACHING

Chinooks FC has pledged to uphold the Responsible Coaching Movement (RCM) established by the Coaching Association of Canada. This includes 3 distinct RCM pillars to help create a safe sport environment.

1. Rule of Two

The goal of the Rule of Two is to ensure all interactions and communications are open, observable and justifiable.

Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring more than one adult is present. There may be exceptions for emergency situations.



Rule of Two Implementation Practices:

- The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.
- Allow the training environment to be open to observation. *We encourage parents to stay and watch their Chinooks players at both practices and academies.*
- If a child must ride in a coach's vehicle, ensure there is another adult present.
- Consider the gender of the participant(s) when selecting the screened coaches and volunteers who are present.
- Eliminate one-to-one electronic messaging, whether by email, text, and/or social media and other messaging apps.
- All communications will be sent to the group and/or include parents.

(Coaching Association of Canada)



2. **Background Screening** - Screening includes comprehensive job postings, visible policies and processes, criminal record checks, interviews, and reference checks.
3. **Ethics Training** - A smart sport environment ensures coaches are equipped to identify the legal, ethical, and moral implications of difficult situations that can present themselves in team and individual sport.

You can learn more about the Responsible Coaching Movement here: <https://coach.ca/responsible-coaching-movement>