



ABILITIES CENTRE POLICIES

STATEMENT of POLICY and PROCEDURE			
Chapter:	Programs & Services	SPP No.	PS 3.05
Section:	General Program Policies	Issued:	Nov 1, 2022
Subject:	SAFE SPORT POLICY	Effective:	Nov 1, 2022
Issue To:	All Manual Holders	Page:	1 of 6
		Replaces:	
Issued By:	General Manager & Chief Operating Officer	Issued:	

1 POLICY

1.01 As an organization that delivers sport programming in partnership with Canadian sport organizations and clubs, Abilities Centre has the same responsibilities as other Canadian sport organizations to follow a Safe Sport policy that supports participants' health and well-being and keeps them safe. Safe Sport is an overarching goal for Canadian sport organizations focusing on promoting the psychological and physical well-being of participants and preventing abuse, harassment, and other behaviours known as maltreatment (Kerr, Kidd & Donnelly, 2020).

1.02 Abilities Centre adheres to the Canadian [Universal Code of Conduct to Prevent and Address Maltreatment in Sport](#) (UCCMS) which provides the foundation for the development of a coordinated implementation strategy to prevent and address maltreatment across all levels of the sport system, and for all participants, such as athletes, coaches, officials, administrators, and practitioners.

Maltreatment in all its forms is a serious issue that undermines the health, well-being, performance and security of individuals, communities, and society. The UCCMS defines the sexual, physical, and psychological forms of maltreatment that are prohibited in sport and outlines appropriate sanctions for individuals who violate the UCCMS or engage in maltreatment.

1.03 Abilities Centre has a fundamental responsibility to promote the health, safety and physical and mental well-being of every individual who is involved in sport and recreation programming through direct Abilities Centre program delivery as well as by external groups accessing the facility for the purpose of sport and recreation provision.

2 PURPOSE

2.01 Individuals accessing Abilities Centre programs, services, and facilities, including staff, athletes, coaches, officials, sport administrators, volunteers, program participants, and external renters should be able to engage in a positive and safe sport environment that is free from abuse, maltreatment, and discrimination. Abilities Centre's Safe Sport policy exists to provide a comprehensive set of protocols that establish expected behaviour,



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guide decision-making, and ensure alignment with National and Provincial/Territorial Sport Organizations for all individuals accessing programs, services and facilities through Abilities Centre and ensuring a safe, supportive, and inclusive environment for all.

3 SCOPE

- 3.01 The Statement of Policy and Procedure applies to Abilities Centre staff, facility members, program participants and their families/guardians, and external groups/organizations utilizing Abilities Centre programs, services, or facilities.

4 RESPONSIBILITY

- 4.01 This policy applies to matters that may arise during the business, activities, programs, or daily operations of Abilities Centre.

- 4.02 It is the responsibility of all Program Managers and/or individuals representing external community sport facility-user groups to ensure that all coaches, volunteers, and program leaders comply with required coach certifications, as mandated by Sport Canada, which may include, but are not limited to, Safe Sport, Respect in Sport, Making Ethical Decisions, Concussion Awareness and Prevention, and First Aid/CPR.

- 4.03 Abilities Centre staff reserve the right to take steps necessary (up to, and including, membership termination or program/facility expulsion) to ensure the safety, security and well-being of all facility members, program participants, visitors, and staff and/or to preserve Abilities Centre property, including associated program facilities, and/or the reputation of Abilities Centre and its partners.

- 4.04 Any individual that experiences, becomes aware of, or hears of, alleged actions or complaints of instances of abuse, maltreatment, bullying, discrimination, or harassment must report them to their immediate supervisor or an Abilities staff member immediately.

- 4.05 Retaliation or reprisals against any individual who has complained under this Statement of Policy and Procedure or has provided information regarding a complaint are prohibited. Any retaliation or reprisals are subject to immediate corrective action up to, and including, membership termination or program/facility expulsion. Alleged retaliation or reprisals are subject to the same complaint procedures and penalties as complaints of discrimination and harassment.

5 DEFINITIONS

- 5.01 **The Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS)** is the core document that sets harmonized rules to be adopted by sport organizations that receive funding from the Government of Canada to advance a respectful sport culture that delivers quality, inclusive, accessible, welcoming, and safe sport experiences.

The UCCMS addresses:

- **common principles** and a commitment to advance a respectful sport culture
- **standard definitions** of various forms of maltreatment, including grooming, neglect, and physical, sexual, and psychological abuse;



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- a list of **other prohibited behavior** such as retaliation, failure to report maltreatment, intentionally filing false allegations, misuse of power, etc.; and
- a framework for determining appropriate **sanctions** against such prohibited behavior.

5.02 **Abuse-Free Sport** is an independent program that is part of a growing national movement to rid Canadian sport of all forms of harassment, discrimination, and abuse.

5.03 **Maltreatment** is a volitional act and/or omission described in Sections 5.2-5.6 of the UCCMS, that results in harm or has the potential for physical or psychological harm.

5.04 **Responsible Coaches Movement** invites all coaches and sport organizations to learn and apply consistent safety principles. It includes three distinct pillars, each serving to create a sport environment that is Safe, Smart, and Secure including:

- The Rule of Two
- Background Screening
- Ethics Training

6 REFERENCE and RELATED STATEMENTS of POLICY and PROCEDURE

Abilities Centre, Program Specific: Participant Code of Conduct

Sport Canada: Safe Sport Policy; UCCMS

HR 6.02B ON – Abuse Education and Reporting Policy

HR 1.08–Criminal Record Checks

HR 5.11 Whistle-blower Protection Policy

7 PROCEDURE TO ENSURE A SAFE SPORT FACILITY

7.01 In order to uphold the Safe Sport Policy throughout all endeavours of Abilities Centre's business operations: membership, programs and services, and facility rentals, the following steps will be made to ensure all individuals comply with the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS):

- i) Abilities Centre will follow the Responsible Coaches Movement (RCM) and ensure that all staff, contractors, coaches, and volunteers directly involved with coaching or training individuals:
 - a. Show completion of Safe Sport Training through the Coaching Association of Canada;
 - b. Show completion of Concussion Awareness Training (Making Headway in Sport) through the Coaching Association of Canada;
 - c. Follow the Rule of Two, ensuring all interactions and communications with participants are in open, observable settings and with two responsible adults;
 - d. As per Abilities Centre hiring practices, any Abilities Centre staff working at the facility or, as a representative of the facility, shall show completion of a



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clear Vulnerable Sector Screening;

- ii) Any external groups, organizations, and individual coaches/trainers accessing the facility for the purpose of sport provision, including, but not limited to, specific coaching, training, practices, events, or related activities must comply with their respective sport organization's Safe Sport Policies and Procedures;
- iii) All external groups, organizations, and individuals, regardless of affiliation (or not) with a National or Provincial/Territorial Sport Organization, must comply with the UCCMS;
- iv) At no point shall a sport club/organization and/or a coach, parent, official, or sport administrator who is under any form of sanction from their Provincial and/or National Sport Organization and/or whose membership has been terminated by their respective Provincial and/or National Sport Organization, coach, train, instruct, supervise, administer, or access Abilities Centre programs, services, or facility rentals;
- v) If Abilities Centre becomes aware of a staff, coach, parent, or sport administrator who is currently under suspension from their respective sport governing body, Abilities Centre is required to contact the respective Safe Sport Commissioner as per Abilities Centre's Safe Sport Policy;
- vi) Any individual that experiences, becomes aware of, or hears of, alleged actions or complaints of instances of abuse, maltreatment, bullying, discrimination, or harassment must report them immediately. Abilities Centre staff will follow procedures outlined in *HR 6.02B – Abuse Education and Reporting Policy* in managing reports surrounding staff, contractors, members or program participants.
In the circumstance that an issue of abuse, maltreatment, bullying, discrimination or harassment is reported from an external group, organization, or individual who is accessing the facility under a facility rental agreement, the appropriate National or Provincial Sport Organization's Safe Sport Commissioner will be contacted;
- vii) As per Abilities Centre's Whistle-blower Protection Policy, information regarding any alleged misconduct, the identity of the reporting person, and any details of the alleged misconduct or investigation, shall be held in confidence by those to whom or through whom the misconduct is reported;
- viii) To protect the integrity of Abilities Centre programs, services, and facilities, and the organization's ability to ensure a Safe Sport facility for all, Abilities Centre reserves the right to refuse entry, remove an individual or cancel a facility rental until such time that the individual's status has been re-instated with their respective governing body;
- ix) Abilities Centre will ensure information regarding abuse-free sport and information on how to access the Canada Sport Helpline on-line and throughout the facility.