



## APPLEWOOD HOCKEY ASSOCIATION

### Harassment and Abuse Policy

In abiding with the Harassment and Abuse guidelines set by the CHA, the AHA has set a Harassment and Abuse policy that must to be adhered to by all of its coaching/volunteer personnel and players

#### *What is the AHA's policy on preventing abuse and harassment?*

It is the policy of the AHA that there shall be no abuse and neglect, whether physical, emotional or sexual of any participant (i.e. player) in any of its programs. The AHA expects that every coach, director, volunteer, staff member and parent to take all responsible steps to safeguard the welfare of its participants and protect them from any maltreatment.

**Abuse:** Abuse is any form of physical, emotional and/or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child (i.e. player). A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and/or breach of trust. "REMEMBER – ABUSE IS A PROTECTION ISSUE"

Emotional abuse is not:

- Being denied ice time
- Being released from a team
- Being benched for disciplinary reasons

**Harassment.** Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals, and which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work conditions. Any of the different forms of harassment may be based on the grounds prohibited in human rights legislation, such as race, ethnicity, sex, sexual orientation and religion. Harassment may occur between peers (e.g.: player to player of the same age group, parent to official, coach to coach) or between someone in a position of power or authority and an adult in a subordinate position (e.g.: coach to player, sports administrator to employee).

Those involved with Hockey Canada in providing hockey opportunities for participants understand and agree that abuse or neglect, as defined above, may be the subject of a criminal investigation and/or disciplinary procedures. Failure to report an offence and thereby, failure to provide safety for participants may render the adult who keeps silent legally liable for conviction under the provincial child protection acts.

The following is a non-exhaustive list of examples of harassment:

1. unwelcome jokes, innuendo or teasing about a person's body, looks, race, sexual orientation etc.



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2. condescending, patronizing, threatening or punishing actions which undermine self-esteem
3. practical jokes which cause awkwardness or embarrassment, or may endanger a person's safety
4. any form of hazing
5. unwanted or unnecessary physical contact including touching, patting, pinching
6. unwanted conduct, comments, gestures or invitations of a sexual nature which are likely to cause offence or humiliation, or which might on reasonable grounds be perceived as placing a condition of a sexual nature on employment or on any opportunity for training or advancement
7. sexual assault or physical assault

It is important to note that the behaviours described in items 5 to 7, when directed towards a child or youth, constitute abuse under child protection legislation. This may also be true of other behaviours, for example, certain hazing practices.

Minor incidents of harassment (e.g.: inappropriate jokes) should be corrected promptly and informally, taking a constructive approach and with the aim of bringing about a change in negative attitudes and behaviour.

***More serious incidents (e.g.: a course of repeated taunting, any form of sexual or physical assault) should be documented on the complaint form in the appendix to this policy in addition to completing the AHA Complaint Reporting Form***

Complaints should be handled in a timely, sensitive, responsible and confidential manner. There should be no tolerance of reprisals taken against any party to a complaint. The names of parties and the circumstances of the complaint should be kept confidential except where disclosure is necessary for the purposes of investigation or taking disciplinary measures.

Anyone making a complaint which is found to be clearly unfounded, false, malicious or frivolous will be subject to discipline.

### **Remember – one can not chose not to report**

The organization must never attempt to conduct their own investigation of abuse or neglect without first consulting the child protection agency and/or police.

### **Document and Record Accurately**

- The child/youth's name, address and/or school, team, division, league, age, sex, and birth date
- Parent's/guardian's names and addresses
- The name and address of the alleged offender
- Name, address, position (coach, manager, volunteer, parent), team, division/age level and local league of person making the report
- Details of the incident(s) that prompted the report
  - o Who disclosed and who was present



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- Where the disclosure took place
- What was heard (be precise – youth’s statements in quotation marks whenever possible)
- What was seen – expressions, what the child/youth looked like (be factual)
- When the disclosure took place
- How you responded to the youth who reported
- What reporting procedures were followed (call to parents, call to the Child Protection Agency or Police, what instructions were given by the social worker, etc.)
- What action was taken to protect the child/youth (e.g. the child protection worker provided immediate intervention for the child; the child protection worker advised that the child go home with the parents, etc.)
- What action was taken by the organization if alleged offender was a volunteer or staff member

(Source of AHA abuse and harassment policies, definitions, and procedures is the Speak Out. It’s more than just a game, second edition, revised January 1, 2000, developed by the Canadian Hockey Association and the Canadian Red Cross.)



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**APPENDIX A – REPORTING FORM FOR DISCLOSURE**

Youth's Name:	Age:
Address:	Telephone:
Sports Association: AHA	Team:

**DESCRIBE WHAT THE YOUTH SAID:  
(record facts and statements, not interpretations)**

**DESCRIBE YOUR OBSERVATIONS OF THE YOUTH:**

**DESCRIBE THE CONTEXT OF THE DISCLOSURE:  
(where it occurred, other people who listened)**

**REPORTING**

**Who reported to the Child Protection Agency or Police? \_\_\_\_\_**

**Date: \_\_\_\_\_ Time: \_\_\_\_\_**

**Who received the report? \_\_\_\_\_**



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**What response did the Child Protection or Police Representative give to the report?**

**Who will support the youth?**

**Who in the sport organization has been notified?**

**Signature of the person who received the disclosure**

**Name:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Date:** \_\_\_\_\_