



# SAFE SPORT POLICY

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## SAFE SPORT POLICY

\* Indicates a section that has been adapted from the UCCMS

### **Purpose**

1. This Policy describes how the Organization will aim to provide a safe sport environment.

### **Commitment to Rugby Canada's values**

2. The Organization commits to the Rugby Canada values which are:
  - a) INTEGRITY is the central fabric of the game and is generated through honesty and fair play.
  - b) The rugby community have a PASSION and enthusiasm for the game. Rugby generates excitement, emotional attachment, and a sense of belonging to the global rugby family.
  - c) Rugby provides a spirit of SOLIDARITY that leads to life-long friendships, camaraderie, teamwork, and loyalty which transcends cultural, geographic, political, and religious differences.
  - d) DISCIPLINE is an integral part of the game both on and off the field and is reflected through adherence to the laws, the regulations and rugby's core values.
  - e) RESPECT for teammates, opponents, match officials and those involved in the game is paramount.

### **Commitment to a Sport Environment Free from Maltreatment**

3. \*The Organization makes the following commitments to a sport environment free from Maltreatment:
  - a) All Participants in sport can expect to play, practice and compete, work, and interact in an environment free from Maltreatment.
  - b) Addressing the causes and consequences of Maltreatment is a collective responsibility and requires the deliberate efforts of all Participants, sport stakeholders, sport club administrators and organization leaders.
  - c) Participants in positions of trust and authority have the general responsibility to protect the health and well-being of all other Participants.
  - d) Adult Participants have a specific ethical and statutory duty and the additional responsibility to respond to incidents of Maltreatment involving Minors and other Vulnerable Individuals.
  - e) All Participants recognize that Maltreatment can occur regardless of age, sex, sexual orientation, gender identity or expression, race, ethnicity, Indigenous status, or level of physical and intellectual disability and their intersections. Moreover, it is recognized that those from traditionally marginalized groups have increased vulnerability to experiences of Maltreatment.
  - f) All Participants recognize that individuals who have experienced Maltreatment may experience a range of effects that may emerge at different time points and that can profoundly affect their lives.
  - g) All adults working with children and youth have a duty to prevent or mitigate opportunities for misconduct.
  - h) In recognition of the historic vulnerability to discrimination and violence amongst some groups, and that continues to persist today, Participants in positions of trust and authority have a duty to incorporate strategies to recognize systemic bias, unconscious bias, and to respond quickly and effectively to discriminatory practices.

### **Pledge**

4. The stakeholders, members, and leaders of the Organization are expected to live Rugby Canada's values and pledge to embed the values in its governance and operations in the following ways:
  - a) Conduct Standards – the Organization will adopt comprehensive conduct standards that are expected to be followed by Participants
  - b) Athlete Protection – the Organization will provide coaches and other stakeholders with general and

- sport-specific athlete protection guidelines
- c) Dispute Resolution and Investigations – the Organization will have dispute resolution processes that are confidential and procedurally fair and that require independent investigation for certain alleged violators of the conduct standards
- d) Strategy – the Organization will have a strategic plan that reflects the organization’s mission, vision, and values
- e) Governance – the Organization will have a diverse blend of sport leaders and will adhere to principles of good governance
- f) Risk Management – the Organization will intentionally manage risks to its operations and events through the use of risk management plans and/or risk registries

### **Conduct Standards**

5. The Organization has adopted a *Code of Conduct and Ethics* that describes standards of conduct and behaviour for all Participants. General standards of conduct will apply to all Participants and specific standards will be described for positions within the organization. The *Code of Conduct and Ethics* will have specific sections, including but not limited, to:
  - a) Athletes
  - b) Coaches
  - c) Officials
  - d) Volunteers
  - e) Directors and Committee Members
  - f) Parents and Spectators
6. The *Safe Sport Policy Manual* contains detailed definitions of key terms, including:
  - a) Maltreatment
  - b) Harassment
  - c) Discrimination
  - d) Workplace Harassment
  - e) Workplace Violence

### *Anti-Doping*

7. The *Code of Conduct and Ethics* indicates that the Organization adopts and adheres to the Canadian Anti-Doping Program.

### **Athlete Protection**

#### *Screening*

8. The Organization has adopted a comprehensive *Screening Policy* that requires some Participants to pass a screening process before being permitted to interact with athletes. The *Screening Policy* will:
  - a) Categorize positions in the organization as ‘Low Risk’, ‘Medium Risk’, and ‘High Risk’ and require progressive screening measures for individuals serving in each category of risk
  - b) Describe how frequently some Participants must obtain a criminal record check and which type of check(s) they must obtain
  - c) Describe how frequently some Participants must submit Screening Disclosure Forms and Screening Renewal Forms
  - d) Empower a Screening Committee to prohibit Participants who do not pass screening from participating in certain positions
  - e) Empower a Screening Committee to attach conditions to a Participant’s participation in certain positions

9. The Organization will develop an *Athlete Protection Policy* that can be used by coaches, managers, medical personnel, and other Persons in Authority. The Organization may provide training on the policy and take steps to ensure the policy is being implemented. The Organization will conduct a regular review of the policy to add and/or modify new content as appropriate.
  
10. Rugby Canada requires mandatory training on preventing and addressing harassment and abuse for the following categories of Participants:
  - a) Category 1 – Individuals in decision-making positions at Rugby Canada:
    - i. Senior staff
    - ii. High Performance Directors
    - iii. Case Managers / Adjudicators / Investigators
    - iv. Board of Directors (when the Board is an operational Board)
  - b) Category 2 – Athletes and individuals direct contact with Athletes:
    - i. National Team Program Athletes
    - ii. Junior National Team Athletes
    - iii. Parents of underage National/Junior National Team Athletes
    - iv. High Performance Staff
    - v. Training Centre Staff
    - vi. Rugby Canada-Appointed Coach Developers
    - vii. Integrated Support Personnel: Mental, Strength and Conditioning, Nutrition, etc.
    - viii. Coaches: Paid, Unpaid
    - ix. Sport Assistants, guides, interpreters, etc.
    - x. Contractors (with direct Athlete contact)
    - xi. Officials
  - c) Category 3 – Individuals with no direct Athlete contact:
    - i. Organizing Committees
    - ii. Admin/Finance Committees
    - iii. Governance Committees/Judicial Boards
    - iv. Board of Directors (when the Board is a governance Board)
    - v. Event volunteers
    - vi. Office Staff
  
11. Categories of Participants must take the following training:
  - a) Category 1 – [CAC Safe Sport Training](#)
  - b) Category 2 – [CAC Safe Sport Training](#)
  - c) Category 3 – [CAC Safe Sport Training](#)
  
12. Categories of Participants must take the training at the following times:
  - a) Category 1 – the earlier of:
    - i. Within 12 weeks of starting date; or
    - ii. Prior to their first formal activity in their season, or any unsupervised contact with an Athlete
  - b) Category 2 – Prior to their first formal activity in their season, or prior to any unsupervised contact with an Athlete
  - c) Category 3 – the earlier of:
    - i. Within 12 weeks of starting date; or
    - ii. Prior to their first formal activity and/or event

13. Rugby Canada will annually ensure that Participants have received up-to-date training. When the training program has been substantially updated to include new information or resources, or if the Participant's certification has expired, the Participant will be required to re-take the training.
14. Rugby Canada will provide annual, up-to-date information on its policies and procedures related to Maltreatment.

#### *Resources*

15. The Organization will regularly provide information to Participants about resources and training related to athlete protection. Resources and training opportunities can include:
  - a) [NCCP modules](#)
  - b) [Respect in Sport](#)
  - c) [Commit to Kids](#)
  - d) [Red Cross – Respect Education Courses](#)
  - e) [CAC Safe Sport Training](#)

#### *Athlete Engagement*

16. The Organization will, through an annual work plan, engage with athletes to determine the level of success of their athlete protection measures as well as to identify any gaps or athlete concerns. This engagement may take the form of:
  - a) Anonymous athlete surveys
  - b) Athlete involvement in organizational decision-making
  - c) Independently-led athlete outreach consultations

#### **Dispute Resolution**

17. The Organization has a comprehensive suite of dispute resolution policies that will include:
  - a) *Discipline and Complaints Policy*
  - b) *Appeal Policy*
  - c) *Dispute Resolution Policy*
  - d) *Whistleblower Policy*
18. Taken together, the suite of dispute resolution policies includes the following features:
  - a) An independent individual to whom complaints can be submitted
  - b) Sanctions for violations of conduct standards
  - c) Mechanism for suspension of individuals pending the conclusion of the process
  - d) Non-biased and experienced case managers, decision-makers and/or investigators
  - e) Protection from reprisal for submitting complaints
  - f) Anonymity for the complainant in cases of whistleblowers (when possible)
  - g) Independency of appeal procedures (when appeals are permitted)
  - h) Opportunity for alternative dispute resolution
  - i) Investigations of certain complaints

#### *Alignment*

19. The Organization recognizes the importance of safe sport for athletes and participants across the country. The Organization will adopt a *Reciprocation Policy* that will require:
  - a) Provincial Unions and Clubs to report discipline decisions to Rugby Canada
  - b) The distribution of discipline decisions to all Provincial Unions and to applicable Clubs
  - c) Rugby Canada, Provincial Unions, and Clubs to recognize and enforce sanctions imposed by Rugby Canada, a Provincial Union or Club

- d) Recognition and enforcement of sanctions imposed by Rugby Canada or a Provincial Union or Club

*Obligations – Reporting and Third-Party Case Management*

- 20. The policies of the Organization include requirements that certain complaints must be reported to government entities, local police services, and/or child protection agencies.
- 21. The policies of the Organization include requirements that complaints must be received by an independent third party that has no conflict of interest or bias.

*Records*

- 22. The Organization retains records of decisions that have been made pursuant to the organization’s policies. These records may be shared with other individuals or organizations, including but not limited to, national sport organizations, provincial/territorial sport organizations, multi-sport organizations, and government entities.

**Governance and Operations**

- 23. The Organization will have a comprehensive plan in which athlete protection and safe sport are top priorities for the organization.
- 24. The Organization will pursue a governance structure and organizational culture that reflects the diversity of the athletes and stakeholders within the sport, that adheres to all applicable federal and/or provincial/territorial legislation, and that moves toward a national alignment strategy for the sport in Canada.
- 25. The Organization will continually monitor and evaluate its policies, practices, and procedures.

<b>Policy History</b>	
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