

# Participant Protection Policy

Preparation date: March 22, 2022

Last updated:



## 1. Definition

**Safe sport** refers to our collective responsibility to create, foster and preserve sport environments that ensure positive, healthy and fulfilling experiences for all individuals.

**British Columbia Sports Hall of Fame and Museum** (The BC Sports Hall) is committed to creating a safe sport environment that is accessible, inclusive and free of abuse, harassment, discrimination and all forms of maltreatment.

Reporting concerns and violations to the **British Columbia Universal Code of Conduct (BC UCC)** is the responsibility of the BC Sports Hall. BC Sports Hall will investigate all reported violations as described in the BC UCC.

The following terms have these meanings in the Policy:

*"Minor" – Any Participant who is under the age of majority at the time and in the jurisdiction where the alleged Maltreatment has occurred. Adults are responsible for knowing the age of a Minor. For the purpose of protection in British Columbia, a Minor is a child younger than 19.*

*"Participant" – Any individual who is subject to the BC UCC. Participants may become subject to the BC UCC by various means: Individuals (athletes, coaches, officials, volunteers, administrators, directors, trainers, etc.) through membership in a Federated Sport organization and/or by signing an express contract accepting the jurisdiction of the BC UCC. This could include a parent or legal guardian of a Minor registered in a Federated Sport in British Columbia becomes a Participant and is therefore subject to the BC UCC.*

*"Persons in authority" – Any Participant who holds a position of authority within the BC Sports Hall including, but not limited to ambassadors, educators, youth program delivery leads, managers, support personnel, chaperones, committee members, and Directors and Officers.*

*"Vulnerable Individuals" – A person under the age of 19 years old and/or a person who, because of age, disability or other circumstance, is in a position of dependence on others or is otherwise at a greater risk than the general population of being harmed by people in positions of trust or authority.*

## 2. Purpose

The **Participant Protection Policy** describe how Persons in Authority shall maintain a safe sport environment for all participants.

---

## 3. Policy

### 1. Interactions between Persons in Authority and Participants – the ‘Rule of Two’

- 1.1 BC Sports Hall requires that Persons in Authority and program participants follow the ‘Rule of Two’, to the maximum extent possible. The ‘Rule of Two’ is a directive stating that a participant must never be alone one-on-one with an unrelated Person in Authority.
- 1.2 BC Sports Hall recognizes that abiding by the ‘Rule of Two’ may not be feasible in some instances. Given the dynamics of participation and training, persons may participate individually or in group environments. Persons in Authority must comply with the ‘Rule of Two’ to the fullest extent possible. Compliance with the ‘Rule of Two’ involves adhering to the following guidelines:
  - 1.2.1 The program environment should be visible and accessible so that all interactions between Persons in Authority and participants are observable.
  - 1.2.2 Private or one-on-one situations that are not observable by another adult or participant should be avoided. If these situations cannot be avoided, they must be observable or within earshot of another adult or participant.
  - 1.2.3 Vulnerable Participants must not be in any situation where they are alone with a Person in Authority without another Participant or adult present unless prior written permission is obtained from the Vulnerable Individual’s parent or guardian.
  - 1.2.4 Persons in Authority may not invite or host Vulnerable Individual in their home without the written permission from parents or guardians or without parents or guardians having knowledge of the visit.

- 1.2.5 It is strongly recommended that teams or groups of participants have at least two persons in authority with them. Screened parents or volunteers may act in place of Persons in Authority.

## **2. Events and Activities**

- 2.1 If a Vulnerable Participant is the first participant to arrive, the Participant's parent or guardian should remain until another Participant or Person in Authority arrives.
- 2.2 If a Vulnerable Participant would potentially be alone with a Person in Authority following a competition or practice, the Person in Authority should ask another Person in Authority (or a parent or guardian of another Participant) to stay until all of the Participants have been picked up. If an adult is unavailable, another Participant, who is preferably not a Vulnerable Participant, should be present in order to avoid the Person in Authority being alone with a single Vulnerable Participant.
- 2.3 Persons in Authority giving instructions, demonstrating skills, or facilitating drills or lessons to an individual Participant should always do so within eyesight and earshot of another Person in Authority.
- 2.4 If a Person in Authority and a participant expect to be away from other Participants for a period of time, they must inform another Person in Authority where they are going and when they are expected to return. Persons in Authority should always be reachable by phone or text message.

## **3. Communication**

- 3.1 For communication in any form between Persons in Authority and Participants, all communications such as texts, messages, or emails shall be professional in tone.

Additionally, the following guidelines must be followed:

- a) Group messages, group emails, or collaboration pages are to be used as the regular method of communication between Persons in Authority and Participants.
- b) Persons in Authority may only send texts, direct messages on social media, or emails to individual Participants when necessary and only for communicating information related to program issues and activities (e.g., non-personal information). No personal texts between Vulnerable

Individuals and Persons in Authority are to be sent; however, if this is necessary, it should include one other adult on the message.

- c) Communication between Persons in Authority and Participants that is personal in nature should be avoided. If such personal communication is unavoidable, it must be recorded and available for review by another Person in Authority and/or by the participant's parent/guardian (i.e., if the individual is a Vulnerable Participant).
- d) Parents/guardians may request that their child not be contacted by a Person in Authority using any form of electronic communication and/or may request that certain information about their child not be distributed in any form of electronic communications.
- e) All communication between a Person in Authority and Participants must be between the hours of 8:00 am and 8:00 pm unless extenuating circumstances justify otherwise.
- f) Communication concerning drugs or alcohol use is not permitted, unless the communication relates to policies prohibiting its use.
- g) Communications may not include sexually explicit language, imagery, or content.
- h) Persons in Authority should not ask Participants to keep a secret for them.
- i) A Person in Authority should not become overly involved in a Participant's personal life.

#### **4. Travel and overnight programs**

4.1 For travel and overnight programs involving Persons in Authority and Participants, adherence to the following guidelines is essential:

- a) Groups of participants are to travel with at least three persons with them.
- b) A Person in Authority should not drive a vehicle alone with a Vulnerable Participant unless the Person in Authority is the Participant's parent, guardian, or teacher. If it cannot be avoided, the Participant must ride in the back seat.
- c) A Person in Authority may not share a room or be in a hotel room alone with a Participant unless the Person in Authority is the participant's parent/guardian or spouse.

- d) Room or bed checks during overnight stays must be done by two adults one of which is in Authority.
- e) For overnight programs when participants must share a space, roommates must be age-appropriate (e.g., within approximately two years of age of one another) and of the same gender.

## **5. Closed spaces**

- 5.1 For washrooms, changing areas, and other closed meeting spaces, adherence to the following guidelines is required:
  - a) Interactions between Persons in Authority and participants should not occur in any area where there is a reasonable expectation of privacy - such as a washroom or changing area. A second adult should be present for any necessary interaction between an adult and a participant in any such area.
  - b) If Persons in Authority are not present in the washroom or changing area, or if they are not permitted to be present, they should to the best of their ability be available outside the locker room or changing area and be able to enter the room or area if required, e.g. communications and/or emergency.

## **6. Photography / Video**

- 6.1 Any photography or video involving Participants, will adhere to the following guidelines:
  - a) Photographs and video should be taken in public view. Content must observe generally accepted standards of decency, and be both appropriate for and in the best interest of the participant.
  - b) The use of recording devices in any areas where there is a reasonable expectation of privacy – such as locker rooms or washrooms - is strictly prohibited.
  - c) If content featuring a participant will be used on any form of public media, a BC Sports Hall Photo Release consent form must be completed before the content is recorded.
- 6.2 Examples of photos that shall be edited or deleted include:
  - a) Images with misplaced apparel or where undergarments are showing;

- b) Suggestive or provocative poses; and
  - c) Embarrassing images.
- 6.3 Teachers of Hero in You program Participants are provided with a photo release consent form, and Participant parents or guardians asked to complete this form when activity images may be used for communications or marketing purposes of the BC Sports Hall.
- 6.4 Consent to Photography / Video is not required to participate in BC Sports Hall programs.

## **7. Physical Contact**

- 7.1 Some physical contact between Persons in Authority and participants may be necessary for various reasons including, but not limited to, teaching a skill or tending to an injury. For physical contact, adherence to the following guidelines is required:
- a) A Person in Authority must always request permission to make physical contact from the participant in advance and clearly explain where, why and how the physical contact will occur. The Person in Authority must make clear that they are requesting to touch the participant and not requiring physical contact.
  - b) Infrequent, incidental physical contact during a program session is not considered a violation of policy.
  - c) Non-essential physical contact may not be initiated by the Person of Authority. It is recognized that some participants may initiate non-essential physical contact such as hugging or other physical contact with a Person in Authority for various reasons (e.g., such as celebrating after a strong performance or crying after a poor performance). This physical contact should always occur in an open and observable environment.

## **8. Enforcement**

- 8.1 Any alleged violations of this *Participant Protection Policy* shall be addressed pursuant to the BC Sports Hall *Safe Sport Response Policy*.