

SAFE SPORT POLICY

1. Definitions

The following terms have these meanings in this Policy:

- a) *“Individuals”* – Individuals employed by, or engaged in activities with Ontario Cycling including, but not limited to, athletes, coaches, convenors, officials, volunteers, managers, administrators, committee members, parents and guardians and spectators at events, and Directors and Officers of Ontario Cycling.
- b) *“Person in Authority”* – An Individual who holds a position of authority within Ontario Cycling including, but not limited to, coaches, managers, support personnel, chaperones, and Directors.

2. Purpose

This Policy describes how Ontario Cycling aims to provide a safe sport environment.

3. Commitment to Values-Based Sport

Ontario Cycling commits to fostering a values-based sport environment. This means embedding the following principles into our policies, programs, and culture:

- **Integrity** – Compete honestly, fairly, and within the rules; uphold the spirit of sport.
- **Respect** – Treat all participants, officials, volunteers, and communities with dignity and fairness.
- **Safety** – Prioritize the physical, mental, and emotional well-being of every participant.
- **Inclusion** – Create an environment where everyone feels welcome, regardless of background, identity, or ability.
- **Excellence** – Strive for personal and collective achievement while respecting the rights and aspirations of others.
- **Community** – Recognize the role of sport in building healthy, supportive communities and give back wherever possible.

4. Pledge

Ontario Cycling pledges to embed these values in governance, programming, and day-to-day operations through:

- a) **Conduct Standards** – Clear expectations of behaviour across all roles.
- b) **Athlete Protection** – Comprehensive guidelines, screening, and education to ensure participant safety.
- c) **Fair Processes** – Transparent, independent dispute resolution and accountability mechanisms.
- d) **Inclusive Governance** – Leadership and decision-making that reflects the diversity of our community.
- e) **Risk Management** – Proactive identification and mitigation of risks to ensure a safe and positive environment.

5. Conduct Standards

Ontario Cycling will adopt a *Code of Conduct and Ethics* that describes standards of conduct for all Individuals. General standards of conduct will apply to all Individuals. The *Code of Conduct and Ethics* will also have specific sections related to at least:

- a) Athletes.
- b) Coaches.
- c) Officials.
- d) Directors and Committee Members.
- e) Parents and Spectators.

6. The *Code of Conduct and Ethics* will contain detailed definitions of key terms, including:

- a) Harassment
- b) Sexual Harassment. The Code will also incorporate UCCMS defined terms including Maltreatment, Grooming, reprisal, and failure to report.
- c) Workplace Harassment. All policies will comply with Ontario's Occupational Health & Safety Act requirements regarding workplace harassment and violence.
- d) Workplace Violence.
- e) Discrimination.
- f) Hazing.

7. The *Code of Conduct and Ethics* will include the following definition of Hazing:

- a) Hazing is a form of conduct that exhibits a potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking individual by a more senior individual, which does not contribute to either individual's positive development, but is required to be accepted as part of a team or group, regardless of the junior-ranking individual's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability

8. Ontario Cycling will adopt a *Persons in Authority Policy* that will define "vulnerable individuals" and describe the types of abuse (e.g., Physical Abuse, Sexual Abuse, Emotional Abuse, and Neglect) to which vulnerable individuals may be subject.

9. Anti-Doping

The *Code of Conduct and Ethics* will indicate that Ontario Cycling respects the application of the Canadian Anti-Doping Program to those athletes and others who are subject to it.

10. Social Media

Ontario Cyclig will adopt a *Social Media Policy* that describes standards of conduct that are expected on social media by Individuals. The *Social Media Policy* will indicate specific conduct standards and risks that are common and/or exclusive to social media.

The *Social Media Policy* will highlight the importance of responsible coach-athlete interaction on social media and will provide examples of violations of conduct standards.

11. Athlete Protection

- *Screening*

Ontario Cycling will adopt a comprehensive *Screening Policy* that requires some Individuals 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 Individuals must obtain a police records check and which type of check(s) they must obtain.
- c) Describe how frequently some Individuals must submit Screening Disclosure Forms and Screening Renewal Forms.
- d) Empower a Screening Committee to prohibit Individuals who do not pass screening from participating in certain positions and/or activities.
- e) Empower a Screening Committee to attach conditions to an Individual's participation in certain positions and/or activities.

Ontario Cycling will develop general and sport-specific *Athlete Protection Guidelines* that can be used by coaches, managers, medical personnel, and other persons in authority. Ontario Cycling may provide training on such guidelines and may take steps to ensure such guidelines are being implemented. Ontario Cycling will conduct a regular review of such guidelines to add and/or modify guidelines as appropriate. These guidelines will explicitly uphold the Rule of Two, requiring that a coach is never alone with an athlete, including online or virtual training.

- *Resources*

Ontario Cycling will regularly provide information to Individuals about resources and training related to athlete protection. Resources and training opportunities may include but are not limited to:

- a) NCCP modules
- b) Respect in Sport
- c) Commit to Kids

12. Athlete Engagement

Ontario Cycling will 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.

13. Dispute Resolution

Ontario Cycling will have a comprehensive suite of dispute resolution policies that will include:

- a) *Discipline and Complaints Policy.*
- b) *Appeal Policy.*
- c) *Alternative Dispute Resolution Policy.*

14. Taken together, the suite of dispute resolution policies will include the following features:

- a) An independent individual to whom complaints can be submitted.
 - a. Ontario Cycling has appointed an Independent Third Party (ITP) to receive and triage all complaints, and cases falling under national jurisdiction will be referred to the Canadian Safe Sport Program administered by Canadian Centre of Ethics & Sport.
- 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) Independence of appeal procedures (when appeals are permitted).
- g) Opportunity for alternative dispute resolution.
- h) Investigations of certain complaints (e.g., when required by law and/or when the complaint involves certain conduct like workplace harassment).
- i) In-event discipline procedures (when an event does not have its own disciplinary procedures).

15. Reporting Obligations

The policies of Ontario Cycling will include requirements that certain complaints must be reported to Government entities, relevant police forces, and/or child protection agencies. In Ontario, this includes the mandatory duty under the Child, Youth & Family Services Act to report suspected child abuse directly to a child protection agency.

16. Records

Ontario Cycling will retain records of decisions that have been made pursuant to their policies. Subject to and in accordance with those policies and applicable law, such records may be shared with other individuals or organizations, including but not limited to, national sport organizations, provincial sport organizations, multi-sport organizations, and Government entities.

17. Governance and Operations

Ontario Cycling will have a comprehensive Strategic Plan which reflects that athlete protection and safe sport are top priorities.

18. Ontario Cycling will adopt a *Risk Management Policy* that will describe how they will address risks ranging from 'Unlikely' to 'Almost Certain' and from 'Minor' to 'Catastrophic'.

Ontario Cycling will contemplate risk management strategies that retain, reduce, transfer, and/or avoid the risk. Risks can occur in at least the following areas:

- a) Operational/Program.
- b) Compliance.
- c) Communication.
- d) External.
- e) Governance.
- f) Financial.
- g) Health and Safety.

19. Ontario Cycling will pursue a governance structure that reflects the diversity of the athletes and stakeholders within the sport, that adheres to all applicable legislation, and that moves toward a national alignment strategy for the sport in Canada.

20. Ontario Cycling will continually monitor and evaluate its policies, practices, and procedures.