



\* - Means that the individual does not need to go to the executive; however this is another avenue which they may utilize instead of going to a coach.

All incidents will be promptly investigated. Based upon the results, appropriate action may be taken. Anyone interested in anonymously reporting an incident he/she either experienced or witnessed, may email the following information to the Club:

- Location of incident
- Detailed description of incident
- Names of individuals involved
- When incident took place

If anyone experiences abusive behaviour from members, or other persons, report the incident directly to one of the persons listed above. Nothing in this policy precludes the club or the clubs board of directors from taking more serious action if the particular incident warrants such.

#### **Harmful, Damaging Behaviours to be Avoided:**

- Disrespectful treatment
- Raised voices, yelling, angry verbalizations, angry gestures, foul language
- Intimidation, coercing
- Put downs in front of members and staff
- Insults, destructive criticisms, name calling
- Unwanted touching, getting too personal verbally

#### **Healthy, Productive Behaviours to be Modeled:**

- Show respect through valuing people and various opinions
- Honour differences
- Courteous behaviours and attitude
- Communicate by listening without interrupting
- Maintain objectivity
- Seek to understand others' viewpoints