



HARASSMENT, ABUSE AND BULLYING PREVENTION POLICY AND NEGATIVE BEHAVIOUR PROCEDURES

Purpose of this policy

Saskatoon Goldfins Swim Club ("Goldfins") is committed to providing a safe, respectful, and inclusive environment for everyone involved in Saskatoon Goldfins Swim Club.

Harassment, abuse, and bullying aren't allowed in any form. Goldfins takes all concerns seriously and will respond quickly and fairly.

Policy highlights

- Clear definitions and examples for harassment, abuse, and bullying
- Step-by-step incident response process
- Confidential investigations
- Retaliation and false complaints are not allowed

Who this policy applies to

- Athletes
- Parents and guardians
- Employees
- Coaches

This policy works alongside

- Saskatoon Goldfins Code of Conduct(s)
- [Swim Saskatchewan Policies](#)
- [Swimming Canada Policies](#)

WHAT IS NOT ALLOWED

Harassment

Harassment is unwelcome and offensive behaviour. It can be:

- Emotional
- Mental
- Physical
- Sexual

Harassment can:

- Include actions, comments, or gestures that are insulting, intimidating, humiliating, threatening, or harmful
- Create a hostile environment and negatively affect a person's well-being or performance
- Occur between peers (for example, swimmer to swimmer, parent/guardian to official or coach, parent/guardian to parent/guardian) or between someone in a position of power or authority (for example, coach to swimmer)
- Be based on personal characteristics such as race, age, religion, gender, sexual orientation, disability, family status, or other protected grounds

Abuse

Abuse is any action or lack of care that causes physical injury or emotional harm. It can be:

- Emotional
- Mental
- Physical
- Sexual

Suspected child abuse or neglect is a child protection issue and will be reported to the appropriate authorities.

Bullying

Bullying is intentional and repeated negative behavior toward a person or group.

Bullying can:

- Involve a power imbalance, where one person or group has more power (for example, size, age, popularity, authority, or control)
- Be a situation when the targeted person feels:
- Unable to defend themselves
- Alone, afraid, excluded, or unwelcome

Types of bullying:

- Physical – Pushing, hitting, grabbing, tripping, damaging property, or threatening harm
- Social – Spreading rumours, gossiping, or intentionally excluding someone
- Verbal – Name-calling, insults, swearing, or yelling
- Intimidation – Threatening others or forcing them to do something
- Sexual harassment – Unwanted sexual comments or actions, or making fun of someone's gender or sexual identity
- Racial, ethnic, or religious harassment – Offensive jokes, comments, or actions about someone's background
- Cyberbullying – Using technology (texts, social media, photos, messages) to threaten, embarrass, exclude, or harm someone

NEGATIVE BEHAVIOUR PROCEDURES

Goldfins uses a step-by-step incident response plan. False complaints are serious and can result in discipline.

Minor issues can be handled quickly through education and correction. Serious or repeated incidents are escalated.

For serious or repeated incidents:

- Steps can be skipped
- Police or authorities can be involved during incidents involving:
 - Physical assault
 - Sexual misconduct
 - Sharing sexual images
 - Exploitation of a minor
 - Criminal behaviour

STEPS FOR ATHLETE DISPLAYING NEGATIVE BEHAVIOUR

Step 1: Coach discussion

- The Primary Coach meets with the athlete promptly
 - They are told to stop the behaviour
 - The Code of Conduct is reviewed
 - An appropriate consequence is given
- Parent/guardian(s) are notified
- The incident is documented and shared with the Safe Sport Officer

Step 2: Formal investigation

- A meeting is held with the athlete, parent/guardian(s), Primary Coach, and Safe Sport Officer
 - A Confidentiality Agreement is signed
 - The Code of Conduct is reviewed
 - An appropriate consequence is given
- The incident will be formally documented with the Safe Sport Officer

Step 3: Final warning

- A meeting is held with the athlete, parent/guardian(s), Primary Coach, Safe Sport Officer, Head Coach, and Board of Directors official
 - A Confidentiality Agreement is signed
 - The Code of Conduct is reviewed
 - A final warning is given
- The incident will be formally documented with the Safe Sport Officer

Step 4: Board of Directors decision

- A meeting is held with the Board of Directors
 - A Confidentiality Agreement is signed
 - The incident will be presented by the Safe Sport Officer
- Decision communicated in writing by the Board of Directors to athlete and parent/guardian(s)

Step 5: Suspension or removal

- The athlete is suspended or removed from Saskatoon Goldfins Swim Club
- The decision is documented
- Fees may not be refunded, at the discretion of the Board

STEPS FOR PARENT/GUARDIAN(S) AND EMPLOYEES DISPLAYING NEGATIVE BEHAVIOUR

Step 1: Formal investigation

- A meeting is held with the person displaying negative behaviour, Primary Coach, and Safe Sport Officer promptly
 - The Code of Conduct is reviewed
 - An appropriate consequence is given
- The incident will be formally documented with the Safe Sport Officer

Step 2: Final warning

- A meeting is held with the person displaying negative behaviour, Primary Coach, Safe Sport Officer, Head Coach, and a Board of Directors official
 - A Confidentiality Agreement is signed
 - The Code of Conduct is reviewed
 - A final warning is given
- The incident will be formally documented with the Safe Sport Officer

Step 3: Board of Directors decision

- A meeting is held with the Safe Sport Officer, Head Coach, and Board of Directors
 - A Confidentiality Agreement is signed
 - The incident will be presented by the Safe Sport Officer
- Decision communicated in writing by the Board of Directors to person displaying negative behaviour

Step 4: Suspension or removal

- The person displaying negative behaviour is not allowed to attend Goldfins practices, competitions, or events
- The Board of Directors can decide if other family members are also suspended or removed
- The decision is documented
- Fees may not be refunded, at the discretion of the Board of Directors