



Prince George Barracuda Swim Club (PGBSC) Discipline and Complaints Policy

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1. Definitions

Terms in this Policy are defined as follows:

1. **Athlete** – An individual who is an Athlete Participant in the Prince George Barracuda Swim Club who is subject to the policies of the Prince George Barracuda Swim Club and to the **Code of Conduct and Ethics**.
2. **Case Manager** – An individual appointed to administer complaints that are assessed under Process #2 of this Policy. This individual must not be in a conflict of interest.
3. **Complainant** – A Participant or observer, or representative counsel, who makes a report of an incident, or a suspected incident, of maltreatment or other behaviour that is a violation of the standards described in the **Code of Conduct and Ethics**, or any other Prince George Barracuda Swim Club policy or bylaws.
4. **External Discipline Panel** – A Panel of one or three people who are appointed by the Case Manager to decide on complaints that are assessed under Process #2 of this Policy.
5. **Internal Discipline Chair** – An individual appointed by the Prince George Barracuda Swim Club Executive Board to decide on complaints that are assessed under Process #1 of this Policy. The Internal Discipline Chair may be a Director, staff member, or other individual affiliated with the Prince George Barracuda Swim Club but must not be in a conflict of interest.
6. **Minor** – Any Participant under the age of 19 years old at the time of a suspected incident and was participating within the jurisdiction of the Prince George Barracuda Swim Club. Adults are responsible for knowing the age of a Minor.
7. **Parties** – the groups involved with a dispute.



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8. **Participants** – Refers to all categories of individual members and/or registrants defined in the By-laws of the Prince George Barracuda Swim Club who are subject to the policies of the Prince George Barracuda Swim Club, as well as all people employed by, contracted by, or engaged in activities with, the Prince George Barracuda Swim Club including, but not limited to, employees, contractors, Athletes, coaches, instructors, officials, volunteers, managers, administrators, committee members, parents or guardians, spectators, and Directors and Officers.
9. **Respondent** – The Party responding to the complaint, or their representative counsel.
10. **Boundary Transgression** – An interaction or communication that breaches reasonable boundaries between Participants and is inconsistent with duties/responsibilities of the individual (e.g., private communication with Minors, one-on-one meetings in non-transparent settings, gift-giving, or use of personal photos).
11. **Power Imbalance** – Exists where one Participant has authority, trust, or influence over another. A Power Imbalance is presumed in coach–athlete relationships and continues until the athlete reaches 25 years of age. It also applies to roles such as teacher–student, employer–employee, billet–athlete, or where one individual is dependent on another for safety, security, or advancement.
12. **Neglect** – is a form of maltreatment; it includes any act or omission of care that disregards an athlete’s safety, supervision, or medical needs, including unsafe travel, failure to provide recovery/treatment, ignoring disabilities, or failing to ensure a safe training environment.
13. **Grooming** – Deliberate conduct by a Participant to sexualize a relationship with a Minor or Vulnerable Participant, including gradual trust-building, boundary-testing, and behaviours that normalize inappropriate contact or communication.
14. **BC Universal Code of Conduct** – The BC UCC incorporates the key elements of the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS) in place at the national level and outlines expected and Prohibited Behaviours of conduct in sport in B.C. The Universal Code of Conduct has been designed to supplement the sport organization’s current policies; it does not replace them. The purpose of the BC UCC is to set standards for the culture of sport in B.C. Any violations of the Code are subject to review and disciplinary procedures according to the respective sport organization’s policy.

2. Purpose

Participants are expected to fulfill certain responsibilities and obligations including, but not limited to, complying with the policies, By-laws, rules, and regulations of the Prince George Barracuda Swim Club. The purpose of the policy is to contribute to creating a healthy, transparent and safe environment for all participants. This policy is also intended to align with the BC UCC and PGBSC Code of Conduct, to ensure it meets provincial and national guidelines. Non-compliance may result in the imposition of sanctions pursuant to this Policy.



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3. Application of this Policy

1. This Policy applies to all Participants.
2. This Policy applies to matters that may arise during the business, activities, and events of the Prince George Barracuda Swim Club including, but not limited to, competitions, training sessions, treatment, or consultations (e.g., massage therapy), camps and clinics, travel associated with the activities of the Prince George Barracuda Swim Club, and any meetings.
3. This Policy applies to all Participants at all times, including during and outside of club activities, where behaviour adversely affects the environment or reputation of the Prince George Barracuda Swim Club, undermines participant safety, or brings the sport into disrepute. Accordingly, applicability of this Policy will be determined by the Prince George Barracuda Swim Club upon its sole discretion.
4. This Policy applies to alleged breaches of the **PGBSC Code of Conduct and Ethics** by Participants who have retired from the sport where any claim regarding a potential breach of the **Code of Conduct and Ethics** occurred when the Participant was active in the sport. In addition, this Policy will apply to breaches of the **Code of Conduct and Ethics** that occurred when the Participants involved interacted due to their mutual involvement in the sport or, if the breach occurred outside of the sport environment, if the breach has a serious and detrimental impact on the Participant(s).
5. If it is considered appropriate or necessary based on the circumstances, immediate discipline or the imposition of a sanction may be applied, after which further discipline or sanctions may be applied according to this Policy. Any infractions or complaints occurring within competition will be dealt with by the procedures specific to the competition, if applicable. In such situations, disciplinary sanctions may be for the duration of the competition, training, activity, or event only.
6. In addition to being subject to disciplinary action pursuant to this **Discipline and Complaints Policy**, an employee of the Prince George Barracuda Swim Club who is a Respondent to a complaint may also be subject to consequences in accordance with the employee's Employment Agreement or policies for human resources, if applicable.
7. The Prince George Barracuda Swim Club Executive Board may, at its discretion, refer a complaint to Swim BC if the complaint is deemed to be outside the club's jurisdiction or if the club lacks the capacity to adequately manage the complaint in accordance with this policy. This includes situations where the PGBSC determines there is a need for the complaint to be received and triaged by an Independent Third Party (ITP). In these situations, The Prince George Barracuda Swim Club will follow the direction of Swim BC regarding the management of any such referred complaints; in these situations, a Swim BC appointed ITP would be responsible for determining jurisdiction, assessing risk and initiating appropriate next steps, operating independently of the Club and maintaining confidentiality.



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8. Participants are also bound by the **BC Universal Code of Conduct (BC UCC)**, and this Policy shall be interpreted consistently with BC UCC requirements, including the BCC UCC list of prohibited behaviours.

4. Minors

1. Complaints may be brought by or against a Participant who is a Minor. Minors must have a parent/guardian or other adult serve as their representative during this process.
2. Communication from a Case Manager, Internal Discipline Chair or External Discipline Panel (as applicable) must be directed to the Minor's representative.
3. A Minor is not required to attend an oral hearing, if held.
4. Duty to Report: All Participants have a **mandatory duty under the B.C. Child, Family and Community Service Act** to immediately report suspected child abuse or neglect to child protection services (1-800-663-9122) or police. In addition, any adult Participant who knew or ought to have known of maltreatment, prohibited behaviour, or boundary transgressions toward a Minor must report promptly, regardless of whether a written complaint is filed. Failure to report is itself a violation of this Policy.

5. Reporting a Complaint

1. Any person may report a complaint in writing directly to the Prince George Barracuda Swim Club Executive Board: complaint_intake@pgbsc.org, which will first determine if the issue can be addressed through the Prince George Barracuda Swim Club Conflict Resolution Protocol; if needed PGBSC will appoint a Case Manager.
2. Anonymous complaints will be evaluated and screened based on seriousness and details of the event/occurrence/incident and will be acted upon at the sole discretion of the Prince George Barracuda Swim Club.
3. At its discretion, the Prince George Barracuda Swim Club may act as the Complainant and initiate the complaint process under the terms of this Policy. In such cases, the Prince George Barracuda Swim Club will identify an individual to represent the organization.
4. Complaints or incident reports are to be made in writing for the discipline and complaints procedure to be initiated within thirty (30) calendar days of the event/occurrence/incident. A Case Manager may extend or waive this deadline at their sole discretion, given extenuating circumstances. The Prince George Barracuda Swim Club may accept any formal complaint in writing, at its sole discretion.
5. Reports of suspected child abuse must be made immediately to statutory authorities, independent of this internal process.



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6. Case Manager Responsibilities

Upon receiving a complaint, the **Case Manager** will conduct an initial review to determine the appropriate course of action. This review includes the following steps:

1. **Determine Jurisdiction:**
 - a. The Case Manager will first decide if the complaint should be managed by the **Prince George Barracuda Swim Club** or referred to **Swim BC**. This decision is based on whether the incident occurred within a club-sanctioned activity and if the club has the capacity and lacks a conflict of interest to handle the matter.
 - b. If the complaint is to be managed by the club, the Case Manager will proceed with the following steps.
2. **Screen the Complaint:**
 - a. The Case Manager will determine if the complaint is **frivolous, vexatious**, or falls outside the jurisdiction of this policy. If so, the complaint will be dismissed immediately. This decision is final and cannot be appealed.
3. **Propose a Resolution Path:**
 - a. The Case Manager will propose a resolution path based on the nature of the complaint. The Case Manager may propose to resolve the complaint by **alternative dispute resolution (ADR) techniques**, including, but not limited to the steps outlined in the Prince George Barracuda Swim Club Conflict Resolution Protocol. The Case Manager may engage a mediator or facilitator, or proceed to a formal process.
 - b. The Case Manager will choose which formal process to follow:
 - i. **Process #1:** For less severe complaints, this may involve a more informal hearing or resolution.
 - ii. **Process #2:** For more serious allegations, this will involve a formal investigation as outlined in [Appendix A – Investigation Procedure](#), followed by a formal hearing.
4. Retaliation against any individual who submits a complaint, participates in an investigation, or acts as a witness is strictly prohibited. Allegations of retaliation will be treated as separate complaints and may result in disciplinary action.

There are two different processes that may be used to hear and adjudicate complaints. The Case Manager will decide which process should be followed based on the nature of the complaint.



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Process #1 - the Complainant alleges the following incidents:

1. Disrespectful conduct or comments
2. Minor incidents of physical violence outside of competition or training (e.g., tripping, pushing, elbowing)
3. Conduct contrary to the values of the Prince George Barracuda Swim Club
4. Non-compliance with the organization's policies, procedures, rules, or regulations
5. Minor violations of the **Code of Conduct and Ethics** or **Athlete Protection Policy**

Process #2 - the Complainant alleges the following incidents:

1. Repeated minor incidents
2. Hazing
3. Abusive, racist, or sexist comments or behaviour
4. Behaviour that constitutes harassment, sexual harassment, or sexual misconduct
5. Major incidents of violence outside of competition or training (e.g., fighting, attacking, sucker punching)
6. Pranks, jokes, or other activities that endanger the safety of others
7. Conduct that intentionally interferes with a competition or with any athlete's preparation for a competition
8. Conduct that intentionally damages the organization's image, credibility, or reputation
9. Consistent disregard for the by-laws, policies, rules, and regulations
10. Major or repeated violations of the **Code of Conduct and Ethics** or **Athlete Protection Policy**
11. Intentionally damaging the organization's property or improperly handling the organization's monies
12. Abusive use of alcohol, any use or possession of alcohol by Minors, or use or possession of illicit drugs and narcotics
13. A conviction for any Criminal Code offense
14. Any possession or use of banned performance enhancing drugs or methods

7. PROCESS #1: Handled by Internal Discipline Chair

Internal Discipline Chair

Following the determination that the complaint or incident should be handled under Process #1, the Prince George Barracuda Swim Club will appoint an Internal Discipline Chair who may:

1. Recommend mediation
2. Make a decision
3. Ask the Complainant and the Respondent for either written or oral submissions regarding the complaint or incident



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4. Convene the parties to a meeting, either in person or by way of video or teleconference to ask the parties questions
5. Thereafter, the Internal Discipline Chair shall determine if a breach occurred and if sanctions should be applied (see: [Sanctions](#))
6. The Internal Discipline Chair will inform the Parties of the decision, which will take effect immediately

7. Records of all sanctions will be maintained by the Prince George Barracuda Swim Club

8. PROCESS #2: Handled by Case Manager and External Discipline Panel

Case Manager

1. Following the determination that the complaint or incident should be handled under Process #2, a Case Manager has a responsibility to:
 - a. Propose the use of alternative dispute resolution techniques
 - b. Appoint the External Discipline Panel, if necessary
 - c. Coordinate all administrative aspects of the process and set reasonable timelines
 - d. Provide administrative assistance and logistical support to the External Discipline Panel as required
 - e. Provide any other service or support that may be necessary to ensure a fair and timely proceeding
2. The Case Manager will establish and adhere to timelines that ensure procedural fairness and that the matter is heard in a timely fashion.
3. The Case Manager may propose using alternative dispute resolution methods, such as mediation or a negotiated settlement.
4. If the dispute is not resolved using alternative methods, the Case Manager will appoint an External Discipline Panel of one (1) person to hear the complaint. Depending on the severity of the allegations and at the Case Manager's discretion, an External Discipline Panel of three (3) people may be appointed. When a three-person External Discipline Panel is appointed, the Case Manager will appoint one of the External Discipline Panel's members to serve as the Chair.
5. The Case Manager, in cooperation with the External Discipline Panel, will then decide the format under which the complaint will be heard. This decision may not be appealed. The format of the hearing may be an oral in-person hearing, an oral hearing by telephone or other communication medium, a hearing based on a review of documentary evidence submitted in advance of the hearing, or a combination of these methods.
6. The hearing will be governed by the procedures that the Case Manager and the External Discipline Panel deem appropriate for the circumstances. The following guidelines will apply to the hearing:
 - a. The Parties will be given appropriate notice of the day, time, and place of the hearing



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- b. Copies of any written documents which any of the Parties wishes to have the External Discipline Panel consider will be provided to all Parties, through the Case Manager, in advance of the hearing
 - c. The Parties may engage a representative, advisor, or legal counsel at their own expense
 - d. The External Discipline Panel may request that any other individual participate and give evidence at the hearing
 - e. The External Discipline Panel may allow as evidence at the hearing any oral evidence and document or thing relevant to the subject matter of the complaint, but may exclude such evidence that is unduly repetitious, and shall place such weight on the evidence as it deems appropriate
 - f. The decision will be by a majority vote of the External Discipline Panel, when the Panel consists of three people
7. If the Respondent acknowledges the facts of the incident, the Respondent may waive the hearing, in which case the External Discipline Panel will determine the appropriate sanction. The External Discipline Panel may still hold a hearing for the purpose of determining an appropriate sanction.
 8. The hearing will proceed in any event, even if a Party chooses not to participate in the hearing.
 9. In fulfilling its duties, the External Discipline Panel may obtain independent advice.

9. Decision

After hearing the matter, the External Discipline Panel will determine whether an infraction has occurred and, if so, the sanctions to be imposed. Within thirty (30) business days of the hearing's conclusion, the External Discipline Panel's written decision, with reasons, will be distributed to all parties, the Case Manager, and to the Prince George Barracuda Swim Club. In extraordinary circumstances, the External Discipline Panel may first issue a verbal or summary decision soon after the hearing's conclusion, with the full written decision to be issued before the end of the thirty (30) business day period. The decision will be considered a matter of public record unless decided otherwise by the External Discipline Panel.

10. Sanctions

1. Prior to determining sanctions, the Internal Discipline Chair or External Discipline Panel, as applicable, will consider factors relevant to determining appropriate sanctions which include:
 - a. The nature and duration of the Respondent's relationship with the Complainant, including whether there is a power imbalance
 - b. The Respondent's prior history and any pattern of inappropriate behaviour or maltreatment
 - c. The ages of the individuals involved
 - d. Whether the Respondent poses an ongoing and/or potential threat to the safety of others



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- e. The Respondent's voluntary admission of the offense(s), acceptance of responsibility for the maltreatment, and/or cooperation in the process of the Prince George Barracuda Swim Club
 - f. Real or perceived impact of the incident on the Complainant, sport organization or the sporting community
 - g. Circumstances specific to the Respondent being sanctioned (e.g., lack of appropriate knowledge or training regarding the requirements in the **Code of Conduct and Ethics**; addiction; disability; illness);
 - h. Whether, given the facts and circumstances that have been established, continued participation in the sport community is appropriate
 - i. A Respondent who is in a position of trust, intimate contact or high-impact decision-making may face more serious sanctions; and/or
 - j. Other mitigating and aggravating circumstances such as employment agreements and or specific legislation.
2. Any sanction imposed must be reasonable; the sanctions will be proportionate to the severity of the violation and may be informed by precedent and BC UCC guidance. However, progressive discipline is not required, and a single incident of maltreatment or other prohibited behaviour may justify elevated or combined sanctions.
 3. Prohibited behaviours involving Minors carry presumptive sanctions of suspension or permanent ineligibility,
 4. The Internal Discipline Chair or External Discipline Panel, as applicable, may apply the following disciplinary sanctions, singularly or in combination:
 - a. **Verbal or Written Warning** - A verbal reprimand or an official, written notice and formal admonition that a Participant has violated the **Code of Conduct and Ethics** and that more severe sanctions will result should the Participant be involved in other violations
 - b. **Education** - The requirement that a Participant undertake specified educational or similar remedial measures to address the violation(s) of the **Code of Conduct and Ethics**; (e.g., anti-harassment, safe sport, ethics training, or mentoring, tailored to the nature of the incident(s)).
 - c. **Probation** - Should any further violations of the **Code of Conduct and Ethics** occur during the probationary period, will result in additional disciplinary measures, likely including a period of suspension or permanent ineligibility. This sanction can also include loss of privileges or other conditions, restrictions, or requirements for a specified period
 - d. **Suspension** - Suspension, either for a set time or until further notice, from participation, in any capacity, in any program, activity, event, or competition sponsored by, organized by, or under the auspices of the Prince George Barracuda Swim Club. A suspended Participant is eligible to return to participation, but reinstatement may be subject to certain restrictions or contingent upon the Participant satisfying specific conditions noted at the time of suspension
 - e. **Eligibility Restrictions** - Restrictions or prohibitions from some types of participation but allowing participation in other capacities under strict conditions



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- f. **Permanent Ineligibility** - Ineligibility to participate in any capacity in any program, activity, event, or competition sponsored by, organized by, or under the auspices of the Prince George Barracuda Swim Club
 - g. **Other Discretionary Sanctions** - Other sanctions may be imposed, including, but not limited to, other loss of privileges, no contact directives, a fine or a monetary payment to compensate for direct losses, or other restrictions or conditions as deemed necessary or appropriate
5. The Internal Discipline Chair or External Discipline Panel, as applicable, may apply the following presumptive sanctions which are presumed to be fair and appropriate for the listed maltreatment:
 - a. Sexual maltreatment involving a Minor Complainant shall carry a presumptive sanction of permanent ineligibility
 - b. Sexual maltreatment, physical maltreatment with contact, and maltreatment related to interference or manipulation of process shall carry a presumptive sanction of either a period of suspension or eligibility restrictions
 - c. While a Respondent has pending charges or dispositions in violation of the criminal law, the presumptive sanction shall be a period of suspension
6. A Participant's conviction for a Criminal Code offense shall carry a presumptive sanction of permanent ineligibility from participating with the Prince George Barracuda Swim Club. Criminal Code offences may include, but are not limited to:
 - a. Any child pornography offences
 - b. Any sexual offences
 - c. Any offence of physical violence
 - d. Any offence of assault
 - e. Any offence involving trafficking of illegal drugs
7. Unless the External Discipline Panel decides otherwise, any disciplinary sanctions will begin immediately, notwithstanding an appeal. Failure to comply with a sanction as determined by the External Discipline Panel will result in an automatic suspension until such time as compliance occurs.
8. Records of all decisions will be maintained by the Prince George Barracuda Swim Club.
9. Decisions and appeals are matters of public interest and shall be publicly available with the names of the individuals redacted, with the exception that names of persons disciplined shall be a matter of public record and may be posted to the Prince George Barracuda Swim Club's website at the discretion of the Prince George Barracuda Swim Club.
10. PGBSC recognizes and enforces final sanctions imposed by the Canadian Safe Sport Program (administered by Canadian Centre for Ethics in Sport), Swim BC, and Swimming Canada, including provisional or permanent ineligibility rulings, as a condition of participation in any PGBSC activity.



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11. Appeals

The decision of the External Discipline Panel may be appealed in accordance with Swim BC's **Appeal Policy**. An Appeal received by PGBSC will be referred to Swim BC, following the steps laid out in [Swim BC's Appeal Policy](#).

12. Interim Measures Pending a Hearing

The Prince George Barracuda Swim Club may determine that an alleged incident is of such seriousness as to warrant an interim suspension of a Participant pending completion of an investigation, criminal process, the hearing, or a decision of the External Discipline Panel.

The Club reserves the right to impose interim measures during the complaint process to protect the safety and integrity of participants. These may include temporary suspension, modified duties, or restricted access to facilities. Interim measures are not disciplinary and do not imply guilt.

The Respondent may apply to the Case Manager for a review of the interim measures. The Case Manager must schedule a timely review and, upon hearing both parties, may confirm, amend, or lift the measures.

13. Confidentiality

1. The discipline and complaints process is confidential and involves only the Prince George Barracuda Swim Club, the Parties, the Case Manager, the Internal Discipline Chair, the External Discipline Panel, and any independent advisors to the External Discipline Panel. Once initiated and until a decision is released, none of the parties will disclose confidential information relating to the discipline or complaint to any person not involved in the proceedings.
2. Any failure to respect the confidentiality requirement may result in further sanctions or discipline by the Internal Discipline Chair or External Discipline Panel (as applicable).

14. Timelines

If the circumstances of the complaint are such that adhering to the timelines outlined by this Policy will not allow a timely resolution to the complaint, the Case Manager may direct that these timelines be revised.

15. Records and Distribution of Decisions

The Club will maintain confidential records of all complaints, investigations, and outcomes. An annual summary of complaint activity will be reported to the Board of Directors, excluding personal identifiers. All identifying information of minors or vulnerable individuals will be redacted, in accordance with applicable privacy legislation. Where disciplinary sanctions are



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published, only the names of individuals sanctioned may appear at the discretion of the Club and in compliance with legal requirements.

Records shall note whether misconduct involved prohibited behaviours under the BC UCC.

Other individuals or organizations, including but not limited to, national sport organizations, Provincial/Territorial sport organizations, sport clubs, etc., may be advised of any decisions rendered in accordance with this Policy.

16. Education and Training

All coaches and Board Directors must complete annual training on safe sport principles, complaint handling, and BC Universal Code of Conduct for Sport. The Club will provide access to approved training modules and maintain records of completion.



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Appendix A – Investigation Procedure

Determination

When a complaint is submitted pursuant to the **Discipline and Complaints Policy**, the Case Manager will determine if the incident should be investigated. Investigations must be consistent with both the PGBSC Policy and the **BC UCC definitions of prohibited behaviours**.

Investigation

1. The Case Manager will appoint an Investigator. The Investigator must be an independent third-party skilled in investigating. The Investigator must not be in a conflict-of-interest situation and should have no connection to either party.
2. Federal and/or Provincial legislation related to Workplace Harassment may apply to the investigation if Harassment was directed toward a worker in a Workplace. The Investigator should review workplace safety legislation, the organization's policies for human resources, and/or consult independent experts to determine whether legislation applies to the complaint.
3. The investigation may take any form as decided by the Investigator, guided by any applicable Federal and/or Provincial legislation. The investigation may include:
 - a. Interviews with the Complainant
 - b. Witness interviews
 - c. Statement of facts (Complainant's perspective) prepared by Investigator, acknowledged by the Complainant and provided to the Respondent
 - d. Interviews with the Respondent
 - e. Statement of facts (Respondent's perspective) prepared by Investigator, acknowledged by the Respondent and provided to the Complainant

Investigator's Report

1. Upon completion of their investigation, the Investigator shall prepare a report that should include a summary of evidence from the parties (including both statements of facts, if applicable) and recommendations from the Investigator of whether, on a balance of probabilities, a breach of the **Code of Conduct and Ethics** occurred.
2. The Investigator must be aware that sport-specific differences exist with respect to such aspects as acceptable levels of touch, physical contact, and aggression during training or competition and will consider such differences during the investigative process.
3. The Investigator's Report will be provided to the Case Manager who will disclose it, at their discretion, to the Prince George Barracuda Swim Club.
4. Should the Investigator find that there are possible instances of offence under the Criminal Code, particularly related to Criminal Harassment (or Stalking), Uttering Threats, Assault, Sexual Interference, or Sexual Exploitation, the Investigator shall



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advise the Complainant and the Prince George Barracuda Swim Club to refer the matter to police.

5. The Investigator must also inform the Prince George Barracuda Swim Club of any findings of criminal activity. The Prince George Barracuda Swim Club may decide whether to report such findings to police but is required to inform police if there are findings related to the trafficking of prohibited substances or methods (as indicated in the version of the World Anti-Doping Agency's Prohibited List currently in force), any sexual crime involving Minors, fraud against the Prince George Barracuda Swim Club, or other offences where the lack of reporting would bring the Prince George Barracuda Swim Club into disrepute.

Reprisal and Retaliation

A Participant who submits a complaint to the Prince George Barracuda Swim Club or who gives evidence in an investigation may not be subject to reprisal or retaliation from any individual or group. Retaliation and knowingly false allegations are sanctionable violations. Any such conduct may constitute maltreatment and will be subject to disciplinary proceedings pursuant to the **Discipline and Complaints Policy**.

False Allegations

A Participant who submits allegations that the Investigator determines to be malicious, false, or for the purpose of retribution, retaliation or vengeance may be subject to a complaint under the terms of the **Discipline and Complaints Policy** and may be required to pay for the costs of any investigation that comes to this conclusion. The Prince George Barracuda Swim Club or the Participant against whom the allegations were submitted, may act as the Complainant. Unsubstantiated complaints made in good faith will not be penalized.

Confidentiality

The Investigator will make reasonable efforts to preserve the confidentiality of the complainant, respondent, and any other party. However, the Prince George Barracuda Swim Club recognizes that maintaining anonymity of any party during an investigation may not be feasible. Confidentiality provisions do not override the statutory **duty to report child abuse or neglect**.