

Timmins Badminton Club

Safe Sport Policy

Effective September 28, 2025

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1. Our Commitment to Safe Sport

The Timmins Badminton Club is unwavering in its commitment to providing a safe, welcoming, and inclusive sport environment that is free from all forms of misconduct, including harassment, abuse, and discrimination. The welfare of every participant is our top priority.

This Safe Sport Policy is the foundation of that commitment. It outlines the principles, procedures, and responsibilities that guide our efforts to prevent and address misconduct, ensuring that every member can enjoy the sport of badminton in a positive and protected setting. This policy applies to all members, guests, volunteers, and Executive Committee members of the club.

2. The Safe Sport Code of Conduct

All participants are expected to adhere to the following code of conduct, which forms the core of our Safe Sport principles.

2.1. The Rule of Two

To protect both junior members and volunteers, the "Rule of Two" is a mandatory practice for all club activities involving minors. This means that at least two screened, unrelated adults must be present when interacting with a junior member. One-on-one interactions between an adult and a single minor are to be avoided, except in emergency situations.

2.2. Open and Observable Environments

All interactions between adults and junior members should occur in open, observable, and justifiable settings. Private or secluded one-on-one situations are strictly prohibited.

2.3. Prohibited Conduct

The Timmins Badminton Club has zero tolerance for any form of misconduct. The following behaviours are strictly forbidden and will result in disciplinary action:

- **Psychological Misconduct:** Any act or comment that is intimidating, humiliating, isolating, or threatening. This includes verbal abuse, bullying, and cyberbullying.
- **Physical Misconduct:** Any intentional physical contact that is harmful or threatening, such as striking, hitting, or any form of physical assault.
- **Harassment:** Any unwelcome conduct that is offensive, humiliating, or intimidating.
- **Sexual Misconduct:** Any comment, conduct, or gesture of a sexual nature that is unwelcome. This includes sexual harassment and any sexual relationship between a person in a position of authority (like a coach or executive) and an athlete under the age of 18.
- **Discrimination:** Treating an individual or group unfairly based on grounds protected by the Ontario Human Rights Code, such as age, race, gender identity, sexual orientation, or disability.
- **Neglect:** The failure of a person in a position of trust to provide the necessary care, supervision, and protection for a junior member.

3. Reporting Procedure

Creating a safe environment means ensuring there is a clear and confidential process for reporting concerns without fear of reprisal.

3.1. The Safe Sport Officer

The **Club Secretary** is the designated **Safe Sport Officer** for the Timmins Badminton Club. They are the first and primary point of contact for receiving any complaints or concerns related to this policy.

3.2. How to Make a Report

Any individual who witnesses or experiences conduct that they believe violates this policy is urged to report it. A report can be made in one of two ways:

- **Verbally:** By speaking directly and confidentially to the Safe Sport Officer.
- **In Writing:** By sending a confidential email or letter to the Safe Sport Officer.

The report should include the names of the individuals involved, a description of the incident(s), the date(s) of the incident(s), and the names of any witnesses.

3.3. Confidentiality

All reports will be treated with the utmost confidentiality. Information will only be shared with the individuals who are directly involved in investigating and resolving the complaint, as outlined in the procedure below.

4. Complaint Handling & Disciplinary Process

Upon receiving a report, the Executive Committee will follow a fair, impartial, and timely process.

1. **Initial Assessment:** The Safe Sport Officer, in consultation with the Club President, will review the report to determine if the alleged conduct falls under the scope of this policy.
2. **Investigation:** For serious complaints, the Executive Committee will form a small, impartial Disciplinary Committee (which may consist of Executive members not involved in the complaint) to conduct a confidential investigation.
3. **Fair Process:** Both the complainant and the respondent will be given an opportunity to be heard and to provide their account of the incident(s).
4. **Decision:** The Disciplinary Committee will determine, based on the investigation, whether a policy violation has occurred.
5. **Sanctions:** If a violation is found to have occurred, the Executive Committee will impose disciplinary sanctions, which may range from a formal warning or mandatory training, to a suspension of membership, or, for the most serious offenses, the permanent revocation of membership.

This policy shall be reviewed annually by the Executive Committee to ensure it remains a cornerstone of the club's commitment to a safe and inclusive environment.