

Battlefords Minor Baseball Inc.: Child Protection Policy

Goals and Objectives:

1. Battlefords Minor Baseball Inc. (BMBI) will ensure that all children coming into contact with our volunteers, staff and agents are protected and safe. Our goal is to create safe environments for children participating in baseball activities which we operate and sponsor.
2. The safety, rights and well-being of children served by our programs and services are paramount to the core of our daily operations and our continued public support, and it is imperative that we have transparency and accountability in all of our dealings involving children.
3. BMBI employees/volunteers play a key role in the protection of children regardless of their contact with the public and are the representatives of our organization. In all dealings involving children our employees/volunteers must display, and appear to display, behavior that is consistent with our mission and values.
4. Maintaining personal boundaries is integral to developing healthy relationships with children and families. Behavior that presents risk often begins by breaking boundaries with children and teens. To help employees/volunteers understand what is expected, this Policy includes information about the type of behavior expected, and it provides clear direction to those who either directly observe behavior of concern, or who learn about behavior of concern from others.
5. The Policy will be used to guide employees/volunteers in developing healthy relationships with the children involved in activities or programs delivered by BMBI. By providing employees/volunteers with the standards against which they can measure their own behavior and the behavior of those around them, employees/volunteers will be able to identify and address behavior of concern at an early stage to help better protect children.
6. A crucial step in stopping child abuse before it happens, knowing who might be a child abuser, and where child abuse might happen.
7. Education is the most important tool for both our children and our adults. It empowers them to recognize potentially compromising situations, and it places a barrier between abusers and their victims.

Conduct and Operation Standards:

8. All employees/volunteers are responsible for treating all children with respect and dignity, and for maintaining appropriate boundaries. Employees/volunteers must monitor their own behavior towards children, and be aware of the behavior of their colleagues, to ensure that behavior is appropriate and respectful, and will be perceived as such by others.
9. If at any time an employee/volunteer is in doubt about the appropriateness of behavior or the behavior of others, it should be discussed with a member of the Board of Directors of BMBI. The Reporting Requirements section below in this Policy will provide further guidance.
10. Before engaging in any behavior or activity with a child, and when considering how behavior or the activity

may be perceived by the child and by others, the following should be considered:

- The activity engaged in with a child is known to, and approved by the BMBI Board of Directors and/or the parents of the child. All interactions with a child should be transparent.
- The activity or behavior engaged in would raise concerns in the mind of a reasonable observer as to its appropriateness.
- The activity or behavior is directly and objectively tied to a job or volunteer function.
- BMBI may be detrimentally affected by the activity or behavior.
- The activity or behavior may be reasonably regarded as posing a risk to the child.
- The activity or behavior may contribute to a child's discomfort.
- The activity or behavior may appear inappropriate to BMBI, the child's family, or the public.

11. Always consider the child's reaction to any activities, conversations, behavior, or other interactions, and avoid criticizing, embarrassing, shaming, blaming, or humiliating a child. Do not place inappropriate expectations on a child. Each person's instincts should be used as a guide.
12. The purpose of an activity or behavior should always be to meet the child's needs, not the adult's needs.
13. If the child seems uncomfortable with the activity or behavior, that is a good indication that the activity and/or behavior is unwelcome and should stop. The activity or behavior should be reassessed and consultation with the Board of Directors of BMBI should take place before continuing.
14. Controlling access to areas where children are present, such as the dugout or locker rooms-protects them from harm by outsiders. Individuals should not be allowed to wander through the area without the knowledge of BMBI volunteers.
15. Child sexual abuse is more likely to happen in the dark. The lighting of fields, parking lots and all indoor facilities where BMBI functions are held should be bright enough so that participants can identify individuals as they approach, and observers can recognize abnormal situations.
16. Except for an emergency occurrence, offering or providing rides to a child in the personal vehicle of an employee/volunteer, except when BMBI or the child's parents have provided written consent is prohibited. All events of providing a ride to a child in a personal vehicle shall be reported to BMBI immediately.
17. Employees/volunteers of BMBI **must**:
 - Treat all children with respect and dignity.
 - Establish, respect and maintain appropriate boundaries with all children involved in activities or programs delivered by BMBI.
 - Always adhere to BMBI policies and procedures in dealing with children.
 - Treat all disclosures, allegations or suspicions of sexual or other unlawful or inappropriate behavior involving a child seriously and report all disclosures, allegations or suspicions of inappropriate or unlawful behavior as set forth in this Child Protection Policy.
18. Employees/volunteers of BMBI **must not**:
 - Engage in any sort of physical contact with a child that may make the child or a reasonable observer feel uncomfortable, or that may be seen by a reasonable observer to be violating reasonable boundaries.
 - Engage in any communication with a child within or outside of work that may make the child

- uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any behavior that goes against (or appears to go against) the BMBI mandates, policies, Code of Conduct, or Child Protection Policy, regardless of whether they are serving BMBI at that moment
- Conduct an investigation into allegations or suspicions of inappropriate behavior. An employee/volunteer must report the matter to his/her supervisor, Social Services or the RCMP.
- Make personal phone calls to a child and/or one or more members of the child's family
- Have personal electronic or cell phone exchanges with a child and/or one or more members of the child's family (email, text message, instant message, online chats, social networking (including "friending"), etc.), regardless of who initiated the exchange
- Write personal letters to a child or one or more members of the child's family
- Engage in excessive communication (online or offline) with a child or the child's family.
- Spend time with a child outside of designated work times and volunteer activities, if this is not known to the child's parents.
- Favor one or more children to the exclusion of others such as by paying excessive attention to, giving or sending personalized gifts to a child who is under the supervision of an employee/volunteer.
- Use a personal cell phone, camera or video to take pictures of a child, or allowing any other person to do so, as well as uploading or copying to the Internet or any personal storage device of any such pictures.
- Tell sexual jokes to a child or make comments to a child that is in any way suggestive, explicit or personal.
- Show a child material that is sexual in nature, including signs, cartoons, graphic novels, calendars, literature, photographs, and screen savers, display or keep such material in a location where it is reasonably possible that a child may see it, or make such material available to a child.
- Physically or emotionally harm a child.
- Intimidate or threatening a child.

Reporting and Investigation:

19. All behaviors, as they relate to the safety and protection of children must be assessed, monitored and reported. Unlawful behaviors are those that are criminal or that breach child welfare or related legislation, and include such things as child abuse, sexual assault, sexual interference, invitation to sexual touching, sexual exploitation, procurement, luring, child pornography offences, corrupting morals, indecent acts, voyeurism, etc.
20. Certain behaviors are inappropriate but are of such a nature that they can be addressed and corrected through additional training, supervision and monitoring.
21. Inappropriate behavior may range from one-time occurrences to multiple incidents, and could include behavior that is repeated even after it has been brought to the attention of the employee or volunteer. Such behavior includes, telling inappropriate jokes to or in earshot of a child, confiding in a child with personal stories and having unauthorized contact with a child outside of work or volunteer hours.
22. Inappropriate behavior must be brought to the attention of the BMBI Board of Directors immediately to allow for follow up and internal review. The incident must be reported in writing with as much detail of the event being provided to allow the Board to make a reasoned decision regarding the course of action to be taken. The BMBI Board of Directors will determine whether the behavior is inappropriate.
23. Criminal behavior in relation to children in the care of BMBI must be reported immediately to Social Services and/or the RCMP for investigation.

- 24. Some conduct may either be unlawful or inappropriate, depending on the circumstances. Conduct may initially be seen as being capable of correction through additional training, supervision and monitoring, but upon further investigation, it is determined that the behavior is more serious and warrants a formal investigation.
- 25. To ensure the protection of children in the care of BMBI employees/volunteers, all instances of inappropriate behavior will be reported and investigated. All conduct of concern which may be criminal in nature will be reported to Social Services and the RCMP for further investigation whenever BMBI determines that such action is warranted.

Reporting and Investigation Process:

- 26. Any adult who is in regular contact with a child participating in BMBI activities must report suspected child abuse, including sexual abuse, immediately, and in any event, within 24 hours, to Social Services and or to the RCMP. If the identity of the child is not known, steps must be taken to find out who the child is. In cases of suspected physical or sexual abuse steps must be taken immediately to protect the child from additional harm.
- 27. An individual who is required, but fails, to report suspected child sexual abuse is subject to criminal penalties and expulsion from BMBI.
- 28. If an individual suspects a case of abuse within their division, such abuse should be reported to the appropriate child welfare services organization and/or local law enforcement as well as, the BMBI president.
- 29. An individual and alternate with significant professional background should be chosen by BMBI from the community to receive and act on allegations of inappropriate conduct of an employee/volunteer where such conduct is not criminal in nature. These individuals will act in a confidential manner, and serve as the liaison between BMBI and the local law enforcement community. BMBI Board of Directors, volunteers/employees should not attempt to investigate suspected abuse on their own.
- 30. All instances of criminal conduct in relation to children in the care of BMBI must be reported to Social services and/or the RCMP immediately and no internal investigation will occur prior to a criminal investigation or investigation by Social Services being completed.

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Name (Print)

Employee/volunteer's signature Date