

Change Room Policy

Purpose

The purpose of this policy is to provide a safe, respectful, and inclusive environment for everyone using the change rooms at Cold Lake Soccer Association (CLMSA) facilities. It outlines expectations for behaviour, privacy, and cleanliness so that athletes, coaches, volunteers, and staff can feel comfortable and secure.

1. Access to Change Rooms

- Change rooms are for the exclusive use of athletes and authorized coaching personnel.
- Access is permitted before and after games and practices.
- Parents, guardians, or spectators are not permitted unless the coaching staff or event organizers grant an exception for younger or disabled players who require assistance. Even when an exception is granted, parents or guardians must leave once the player is dressed so that coaches can address the team without unrelated adults present.

2. Behaviour and Respect

- Everyone must respect the privacy, dignity, and comfort of others. Bullying, harassment, discrimination, or other inappropriate conduct will not be tolerated and may lead to disciplinary action.
- Loud, disruptive, offensive, or demeaning behaviour is not acceptable.
- Respectful communication is required at all times.
- Personal belongings and valuables should be stored in lockers or bags and kept private; CLMSA is NOT responsible for lost or stolen items.

3. Co-Ed Teams and Separate Change Rooms

- Wherever possible, teams should have separate change rooms for each gender. If only one change room is available, the following process MUST be followed:
 1. The minority gender changes first.
 2. Once the minority gender has changed and departed, the majority gender may enter and change.
 3. After the majority gender has finished changing, members of the minority gender may re-enter only with permission from the coach.
- This approach ensures privacy and dignity for all players and aligns with common practices.

4. Photography and Mobile Devices

- Cameras, mobile phones, and other recording devices are strictly prohibited in the change rooms. Smart-phones may only be used outside of the change room.
- No photographs, videos, or audio recordings of any kind may be taken in the change rooms.

5. Cleanliness and Maintenance

- All users are expected to clean up after themselves and keep the room tidy. Water bottles, towels, and other items should be disposed of properly or stored securely.
- Food and drinks (other than water or those required for medical reasons) are not allowed in the change rooms.
- Any damage or maintenance issues should be reported immediately to facility management.

6. Security and Personal Property

- CLMSA is not responsible for lost, stolen, or damaged property. Players should use lockers or secured bags for valuables and lock them whenever possible.
- The ban on mobile phones or cameras in change rooms is reiterated to protect everyone's privacy.

7. Safety Protocols

- In an emergency, players and staff must follow the instructions of coaches or supervising adults. Emergency exits and procedures should be reviewed regularly.
- Players should not be left unsupervised in any facility. Parents are responsible for ensuring that younger athletes are accompanied until two screened adults are present.
- Injury treatment should take place within sight of others; adults should avoid taking an injured athlete to a private area alone.
- During travel or overnight trips, coaches and adult supervisors should comply with the Rule-of-Two: they may not share a room with an athlete unless they are the athlete's parent/guardian, and room checks must be performed by two adults.

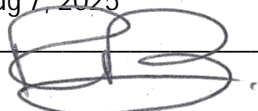
8. Policy Enforcement

- Violations of this policy may result in disciplinary action, including temporary or permanent suspension from the use of change rooms or participation in CLMSA activities.
- CLMSA reserves the right to modify this policy at any time.

Acknowledgment

By using the change rooms at CLMSA facilities, all athletes, coaches, volunteers, and staff acknowledge that they have read and will comply with this policy. Parents/guardians of minor athletes confirm that they have reviewed the policy with their children.

CLMSA Approved Date: Aug 7, 2025

President's Signature:  Date: 24 Aug 2025