



MOOSE JAW SOCCER ASSOCIATION INC.

CODE OF CONDUCT TO PROTECT CHILDREN

Why a Code of Conduct Specifically for Children?

Moose Jaw Soccer Association has developed a Code of Conduct to Protect Children because we are committed to ensuring all children are protected and safe. A Code of Conduct to Protect Children is an important part of creating safe environments for children. The safety, rights and well-being of children participating in our programs are a top priority in our daily operations. We nurture supportive and inclusive relationships with children while balancing and encouraging appropriate boundaries.

The intent of this policy is to guide our volunteers in their interactions and development of healthy relationships with the children involved in the activities and programming delivered by our organization and to model appropriate boundaries for children.

For the purposes of the MJSA, and in keeping with the Government of Canada: “minor child” is defined as a person under the age of 18, and all MJSA youth (child, minor, minor child) referenced documents are to be interpreted as pertaining to youth under the age of 18. (See <http://www.canada.ca>, “provincial definitions of a minor”.)

Treating Children with Dignity and Maintaining Boundaries:

All volunteers must:

- Treat all children with respect and dignity.
- Establish, respect, and maintain appropriate boundaries with all children and families involved in activities or programs delivered by the organization. It is important that we each monitor our own behaviour towards children and pay close attention to the behaviour of our peers to ensure that behaviour is appropriate and respectful and will be perceived as such by others.

All interactions and activities with children:

- Should be known to, and approved by, a supervisor/designated person and/or the parents of the child.
- Tied to your duties.
- Designed to meet the child’s needs not our own needs. MJSA prohibits the use of SMS (text & video) communications with children/youth under the age of 12. SMS communications are applicable only to teams aged U13 and up with express consent of the parent/guardian.

Always consider the child's reaction to any activities, conversations, behaviour or other interactions. If at any time you are in doubt about the appropriateness of your own behaviour or the behaviour of others, you should discuss it with the designated person within your organization (in the case of the MJSA this would be either our office administration/technical director or a member of the MJSA Board of Directors).

General Rules of Behaviour:

1. Always adhere to the "Rule of Two Policy" which can be located on our website:
 - This means that any one-on-one interaction between a MJSA representative and an athlete must take place within the presence of the second adult, except for medical emergencies. Should there be a circumstance where a screened, trained, and certified representative is not available, a screened volunteer, parent, or adult can be recruited.
2. Volunteers of the organization 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 job/volunteer duties, that may make the child uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries.
 - Engage in any behaviour that goes against (or appears to go against) the organization's mandate, policies, or Code of Conduct to Protect Children, regardless of whether they are serving the organization at that moment.
 - Conduct their own investigation into allegations or suspicions of potentially illegal or inappropriate behaviour – it is a volunteer's duty to report the matter to his/her supervisor/designated person or Child Welfare Agency, not to investigate.

What Constitutes Inappropriate Behaviour (Inappropriate behaviour includes):

1. Inappropriate Communication:
 - Communication with a child or his/her family outside of a work/volunteer context, regardless of who initiated the exchange (for example: Personal phone calls or letters,
 - Electronic communications (email, text message, instant message, online chats, social networking including "friending", etc.)
 - Excessive communications (online or offline).

2. Inappropriate Contact.

- Spending unauthorized time with a child or the child's family outside of designated work times and volunteer activities. You must report all contact with a child or the child's family outside of designated work times and activities BEFORE the contact occurs to the designated person within your organization.

3. Favouritism:

- Singling out a child or certain children and providing special privileges and attention (for example, paying a lot of attention to, giving or sending personalized gifts, or allowing privileges that are excessive, unwarranted or inappropriate).

4. Taking Personal Photos/Videos:

- Using 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 any pictures you may have taken of a child to the Internet or any personal storage device. Pictures taken as part of your job duties (when known to your supervisor) are acceptable, however, the pictures are to remain with the organization and not be used by you in a personal capacity.

5. Telling sexual jokes or making comments to a child that are in any way suggestive, explicit or personal.

6. Showing a child material that is sexual in nature:

- including, signs, cartoons, graphic novels, calendars, literature, photographs, screen savers, or displaying such material in plain view of a child or making such material available to a child. 7. Intimidating or threatening a child.

7. Making fun of a child:

- (shaming, embarrassing, humiliating, criticizing, or blaming). Whether or not a behavior or action constitutes inappropriate behaviour will be a matter determined by the organization having regard to all the circumstances, including past behaviour, and allegations or suspicions related to such behaviour.

Reporting Requirements:

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behaviour or inappropriate behaviour, discuss the issue with the designated person within your organization who will support you through the process.

**** Remember:** You have an independent duty to report all suspicions of potentially illegal behaviour directly to police and/or child welfare. All employees and volunteers must report suspected child sexual abuse, inappropriate behaviour or incidents that they become aware of, whether the behaviour or incidents were personally witnessed or not. **(See also our Protection of Children Protocol on our website)**

Follow up on Reporting:

When an allegation or suspicion of potentially illegal behaviour is reported, police and/or a child welfare agency will be notified. The organization will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behaviour is made, the organization will follow up on the matter to gather information about what happened and determine what, if any, formal or other disciplinary action is required. In the case of inappropriate behaviour, if: multiple behaviours were reported; inappropriate behaviour is recurring, or; the reported behaviour is of serious concern; the organization may refer the matter to child welfare agency or police.