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### **Child Protection Code of Conduct**

Adopted on October 16, 2022

Approved by: NEUSC Board of Directors

Last Updated: October 16, 2022

#### **Child Protection Code of Conduct:**

Intent:

The NEUSC has developed the following Child Protection Code of Conduct to guide our employees/volunteers in their interactions with children. The safety, rights, and well-being of children we serve are at the core of NEUSC's daily programs. The NEUSC nurtures supportive relationships with children while balancing and encouraging appropriate boundaries.

#### **WHY A CODE OF CONDUCT IS IMPORTANT?**

The NEUSC is committed to ensuring all children are protected and safe. A Code of Conduct is an important part of creating safe environments for children. The safety, rights and well-being of children participating in our programs is a priority in the daily operations of the NEUSC.

The intent of the Code of Conduct is to guide the Club's staff and volunteers in developing healthy relationships with the children involved in sport programs delivered by NEUSC and to model appropriate boundaries for children.

#### **TREATING CHILDREN WITH DIGNITY AND MAINTAINING BOUNDARIES**

All staff/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 to monitor your own behaviour towards children, and pay close attention to the behaviour of your peers to ensure that behaviour is appropriate and respectful, and will be perceived as such by others.

All your interactions and activities with children should be:

- known to NEUSC and the parents of the child
- tied to your duties, and
- designed to develop the child's skills within NEUSC programming

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 President of the NEUSC.



Examples of unacceptable behaviour toward a child:

- embarrassing
- shaming
- blaming
- humiliating
- putting them down

## GENERAL RULES OF BEHAVIOUR

Staff/volunteers of the NEUSC 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 duties with the child, 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 staff/ volunteer's duty to report the matter to the President of the NEUSC, the Police or Department of Children, Seniors & Social development (CSSD), but not to investigate.

## WHAT CONSTITUTES INAPPROPRIATE BEHAVIOUR?

Inappropriate behaviour includes:

1. Inappropriate Communication - Communication with a child or his/her family outside of the context of duties for the organization, regardless of who initiated the exchange. For example:
  - Personal phone calls not tied to duties with the child
  - Electronic communications (email, text message, instant message, online chats, social networking including "friending", etc.) not tied to duties with the child
  - Personal letters not tied to duties with the child
  - Excessive communications (online or offline)
2. Inappropriate Contact - Spending unauthorised time with a child outside of designated NEUSC duties.



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 personalised 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 are acceptable, however, the pictures are to remain with the organization and not be used by you in a personal capacity.

Inappropriate behaviour also includes:

5. Telling sexual jokes to a child, or making comments to a child that are or is 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.
8. Making fun of a child.

Inappropriate behaviour will not be tolerated, especially as it relates to the well-being of the children involved in activities or programs delivered by the NEUSC. Whether or not a particular behaviour or action constitutes inappropriate behaviour will be a matter determined by NEUSC having regard to all the circumstances, including past behaviour, and allegations or suspicions related to such behaviour.

## **REPORTING REQUIREMENTS**

All staff 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.

### **Where to report:**

- All allegations or suspicions of potentially illegal behaviour (for example, child sexual abuse) that a staff/volunteer witnesses first-hand must be promptly reported the President of the NEUSC & if necessary to the police and or the Department of Children, Seniors & Social Development (CSSD).
- To ensure the protection of all children in our care, all allegations, or suspicions of potentially illegal behaviour that a staff/volunteer learns of must also be promptly reported to the president of the NEUSC or if necessary to the police and or the department of Children, Seniors & Social development (CSSD).
- All allegations or suspicions of inappropriate behaviour (see above examples), that a staff/volunteer learns of or witnesses first-hand must be reported to the President of the NEUSC by phone or email or by completing a NEUSC's Serious Occurrence Form.



Keep in mind that you may learn of potentially illegal or inappropriate behaviour through the child or some other third party, or you may witness it first-hand. Examples of the type behaviour you may learn of or witness and that you must report as set out above includes:

- Potentially illegal behaviour by a Staff/Volunteer of the organization
- Potentially illegal behaviour by a third party, such as a Parent, Teacher, Babysitter, Coach, etc.

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 President of the NEUSC 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 the Department of Children, Seniors & Social Development (CSSD).

### **FOLLOW UP ON REPORTING**

When an allegation or suspicion of potentially illegal behaviour is reported, to the police and or the Department of Children, Seniors & Social Development (CSSD) will be notified. The NEUSC will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behaviour is made, the sport 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 NEUSC may refer the matter to the Department of Children, Seniors & Social Development (CSSD) or the police.

### **ADDITIONAL RESOURCES FROM THE CANADIAN CENTRE FOR CHILD PROTECTION**

Guidelines for Adults Interacting with Children in Sport -

[https://commit2kids.ca/pdfs/C2K\\_CoachingAssocCanada\\_Interacting\\_en.pdf](https://commit2kids.ca/pdfs/C2K_CoachingAssocCanada_Interacting_en.pdf)

Reporting Sexual Abuse and Misconduct -

[https://commit2kids.ca/pdfs/C2K\\_CoachingAssocCanada\\_Misconduct\\_en.pdf](https://commit2kids.ca/pdfs/C2K_CoachingAssocCanada_Misconduct_en.pdf)

Steps for Reporting Child Abuse -

[https://commit2kids.ca/pdfs/C2K\\_StepsForReportingChildAbuse\\_CAC\\_en.pdf](https://commit2kids.ca/pdfs/C2K_StepsForReportingChildAbuse_CAC_en.pdf)

Steps for Reporting Inappropriate Conduct -

[https://commit2kids.ca/pdfs/C2K\\_StepsForReportingInappropriateConduct\\_CAC\\_en.pdf](https://commit2kids.ca/pdfs/C2K_StepsForReportingInappropriateConduct_CAC_en.pdf)