



Winnipeg Phoenix Football Club

POLICIES AND PROCEDURES

WITNESSING INAPPROPRIATE CONDUCT

POLICY STATEMENT

WPFC guidelines (adopted from Commit to Kids) for internal reporting procedures regarding the following types of incidents:

Misconduct/Inappropriate behavior:

An employee / volunteer's inappropriate behaviour towards a child or children. The action taken by the organization will depend upon the nature of the incident; however, it is important for the organization to distinguish between illegal behaviour and inappropriate behavior.

Misconduct and inappropriate behaviour is outlined in the WPFC Code of Conduct to Protect Children and our Guidelines for Appropriate/ Inappropriate Conduct between adults/adolescents and children.

Reporting Procedures: Internal and External

Internal Reporting: Any employee/volunteer who suspects or becomes aware of another employee/volunteer's inappropriate behaviour should follow internal reporting procedures (see below).

Internal Reporting Procedure: at minimum, the individual's club supervisor/manager and/ or the head of the organization must be notified. It is just as important to document situations involving potential misconduct leading to internal reporting as it is in situations that require external reporting.

In the event that an employee/volunteer's misconduct is serious enough to lead to dismissal, it must be reported to WYSA and MSA as we all have a duty to inform potential future organizations outside the jurisdiction of the misconduct and disciplinary actions taken.

In instances that require external reporting, the individual reporting the incident should also follow the internal reporting procedures.

Misconduct and inappropriate behaviour is outlined in the clubs Code of Conduct to Protect Children and Guidelines for Appropriate/ Inappropriate Conduct between adults/adolescents and children.

APPROVED BY:

PHOENIX SOCCER Inc. Board

DATE OF APPROVAL

AUGUST 7, 2023