



# Maltreatment Policy

Approved by the Board of Directors on February 2, 2021

## 1) Definitions

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**Athlete:** An individual who is a registrant of Archery Canada and is subject to the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS)

**Complainant:** A *Participant* or observer who makes a report of an incident of *Maltreatment* or suspicions of an incident of *Maltreatment*.

**Consent by a Person over the Age of Majority:** *Consent* is defined in Canada's *Criminal Code* as the voluntary agreement to engage in the sexual activity in question. The law focuses on what the person was actually thinking and feeling at the time of the sexual activity. Sexual touching is only lawful if the person affirmatively communicated their consent, whether through words or conduct. Silence or passivity does not equal consent. Sexual activity is only legal when both parties consent. The *Criminal Code* also says there is no consent when: Someone says or does something that shows they are not consenting to an activity; Someone says or does something to show they are not agreeing to continue an activity that has already started; Someone is incapable of consenting to the activity, because, for example, they are unconscious; The consent is a result of a someone abusing a position of trust, power or authority or someone consents on someone else's behalf. A person cannot say they mistakenly believed a person was consenting if: that belief is based on their own intoxication; they were reckless about whether the person was consenting; they chose to ignore things that would tell them there was a lack of consent; or they didn't take proper steps to check if there was consent.

For further information, please see the comment below.

2 *Criminal Code*, R.S.C. 1985, c. C-46, [s. 273.1(1)]

Sexual activity with a minor is a criminal offence as is sexual activity with a person under the age of 18 years when the other person is in a position of trust or authority.

*[Comment to Consent: The responsibility for ensuring there is consent is on the person who is initiating or pursuing the sexual activity. When someone has said no to sexual contact, the other person cannot rely on the fact that time has passed or the fact that the individual has not said no again to assume that consent now exists. No one can legally consent in advance to sexual activity in the future when they will be unconscious. No one can legally consent to activity where they will suffer bodily harm, such as activity that will cause serious bruises,*

*stitches or broken bones. It is a criminal offence to engage in sexual activity with a child, as a child is unable to consent.]*

**Disclosure:** The sharing of information by a *Participant* regarding an incident or a pattern of *Maltreatment* experienced by that *Participant*. *Disclosure* does not constitute a formal report that initiates a process of investigation to address the *Maltreatment*.

**Duty to Report under Child Protection Legislation:** A legal duty to report is mandated by law, and the requirement varies by province depending on provincial legislation. Everyone has a duty to report child abuse and neglect under Canadian child welfare laws. Professionals who work with children and youth have an added responsibility to report. Adults are obliged to report child *Maltreatment* if there is knowledge or suspicion that it is occurring. This is called the “duty to report.” Every person in Canada has the duty to report known or suspected child *Maltreatment* by law. Known or suspected abuse or *Neglect* of a child must be reported to: local child welfare services (e.g., children’s aid society or child and family services agency), or provincial/territorial social service ministries or departments, or local police.

**Duty to Report Concerns Outside of Child Protection Legislation:** Participants have a duty to report concerns of inappropriate conduct of other *Participants* to uphold the ethical standards and values of Canadian sport. *Reporting* inappropriate conduct is important to ensure proper action is taken and expectations are re-established. By addressing inappropriate conduct, a collective responsibility to protect *Participants* from *Maltreatment* is enacted.

**Grooming:** Deliberate conduct by a *Participant* to sexualize a relationship with a *Minor* that involves the gradual blurring of boundaries and normalization of inappropriate and sexually abusive behaviour. During the grooming process, the *Participant* will gain the trust of the *Minor* and protective adults and peers around the *Minor* often under the guise of an existing relationship. Manipulation tactics are then used to blur perceptions and gain further access to and private time with the *Minor* in order to abuse or exploit the *Minor*. *Grooming* can occur whether or not harm is intended or results from the behaviour.

**Minor:** An individual who is under the age of majority at the time and in the jurisdiction where the alleged *Maltreatment* occurred. It is the responsibility of the adult to know the age of a minor. The following table captures the definition of a child.

*Comment to Minor: The following table illustrates the definition of a child for the purposes of protection in each province and territory at the time of writing this UCCMS. Please check your local jurisdiction for potential changes.*

<b>Province or Territory</b>	<b>Definition of child for purposes of protection</b>
<i>Newfoundland and Labrador</i>	<i>under 16 years old</i>
<i>Prince Edward Island</i>	<i>under 18 years old</i>
<i>Nova Scotia</i>	<i>under 19 years old</i>

<i>New Brunswick</i>	<i>under 19 years old</i>
<i>Quebec</i>	<i>under 18 years old</i>
<i>Ontario</i>	<i>under 18 years old</i>
<i>Manitoba</i>	<i>under 18 years old</i>
<i>Saskatchewan</i>	<i>under 16 years old</i>
<i>Alberta</i>	<i>under 18 years old</i>
<i>British Columbia</i>	<i>under 19 years old</i>
<i>Yukon</i>	<i>under 19 years old</i>
<i>Northwest Territories</i>	<i>under 16 years old</i>
<i>Nunavut</i>	<i>under 16 years old</i>

**Maltreatment:** Volitional acts that result in harm or the potential for physical or psychological harm. Any of the various prohibited behaviours and conduct described in Section 4.

**Neglect:** Any pattern or a single serious incident of lack of reasonable care, inattention to a *Participant's* needs, nurturing or well-being, or omissions in care. *Neglect* is determined by the objective behaviour, but the behaviour must be evaluated with consideration given to the *Participant's* needs and requirements, not whether harm is intended or results from the behaviour.

**Participant:** Every individual who is subject to the Maltreatment policy. [Note: *Participants* may become subject to the policy by various means. *Athletes* through becoming registrants and coaches, volunteers, doctors, trainers, administrators, directors, etc. by signing an express contract accepting the jurisdiction of the Maltreatment policy.

**Physical Maltreatment:** Any pattern or a single serious incident of deliberate conduct that has the potential to be harmful to the physical well-being of the *Participant*. *Physical Maltreatment* includes, without limitation, contact or non-contact infliction of physical harm. *Physical Maltreatment* is determined by the objective behaviour, not whether harm is intended or results from the behaviour.

**Power Imbalance:** A *Power Imbalance* may exist where, based on the totality of the circumstances, a *Participant* has supervisory, evaluative, a duty of care, or other authority over another *Participant*. A *Power Imbalance* may also exist between an *Athlete* and other adults involved in sport in positions such as high-performance directors, sport specific health-care providers, sport science support staff, care or support persons, guides or pilots. *Maltreatment* occurs when this power is misused.

Once a coach-*Athlete* relationship is established, a *Power Imbalance* is presumed to exist throughout the coach-*Athlete* relationship, regardless of age, and is presumed to

continue for *Minor Athletes* after the coach-*Athlete* relationship terminates or until the *Athlete* reaches 25 years of age.

A *Power Imbalance* may exist, but is not presumed, where an intimate relationship existed before the sport relationship commenced (e.g., a relationship between two spouses or life partners, or a sexual relationship between consenting adults that preceded the sport relationship).

*[Comment to Power Imbalance: A Power Imbalance may arise whether the Participants are in 1) an authority-based relationship in which one person has power over another by virtue of an ascribed position of authority, such as between high performance director and coach; employer and employee; technical official and Athlete; 2) a dependency relationship in which the person in a position of lesser power is dependent upon the other person for a sense of security, safety, trust, and fulfillment of needs, conducive to intimate physical or psychological connections, such as between parent and child; teacher and student; coach and Athlete; high performance director and Athlete, sport science and medical support staff and Athlete; billet or host family and Athlete; and 3) a peer-to-peer relationship, including but not limited to teammate-teammate, athlete-athlete, coach-coach or official-official relationships. Power may be represented by seniority, ability, physical size, public profile, gender identity or expression, sexual orientation, ethno-racial identity, level of physical and intellectual disability, and their intersections, as some examples. Maltreatment occurs when this power is misused. Moreover, it is recognized that those from traditionally marginalized groups have experienced positions of lesser power.]*

**Psychological Maltreatment:** Any pattern or a single serious incident of deliberate conduct that has the potential to be harmful to the psychological well-being of the *Participant*. *Psychological Maltreatment* includes, without limitation, verbal conduct, non-assaultive physical conduct, and conduct that denies attention or support. *Psychological Maltreatment* is determined by the objective behaviour, not whether harm is intended or results from the behaviour.

**Reporting (or Report):** The provision of information in writing by any person or a *Participant* to a relevant independent authority (the independent person or position charged with receiving a report and determining next steps) regarding *Maltreatment*. *Reporting* may occur through either: (i) the *Complainant* (of any age) or the one who experienced the *Maltreatment*, or (ii) a witness – someone who witnessed the *Maltreatment* or otherwise knows or suspects *Maltreatment*. In either case, the intention of *Reporting* is to initiate an independent investigative process, which could result in disciplinary action being taken against the *Respondent*.

**Respondent:** A *Participant* who is alleged to have engaged in *Maltreatment* and thereby to have violated the UCCMS.

**Sexual Maltreatment involving a Child:** Any form of adult/child sexualized interaction constitutes child sexual abuse. Sexual abuse of a child may occur through behaviours that do or do not involve actual physical contact.

**Sexual Maltreatment involving a person over the Age of Majority:** Any sexual act, whether physical or psychological in nature, that is committed, threatened, or attempted against a *Participant* without the *Participant's Consent*. It includes any act targeting a *Participant's* sexuality, gender identity or expression, that is committed, threatened or attempted against a *Participant* without that *Participant's Consent*, and includes but is not limited to, the Criminal Code Offences of sexual assault, sexual exploitation, sexual interference, invitation to sexual touching, indecent exposure, voyeurism and non-consensual distribution of sexual/intimate images. Sexual Maltreatment also includes sexual harassment and stalking, cyber harassment, and cyber stalking of a sexual nature. Sexual Maltreatment can take place through any form or means of communication (e.g. online, social media, verbal, written, visual, hazing, or through a third party).

**UCCMS:** Universal Code of Conduct to Prevent and Address Maltreatment in Sport

## 2) Purpose

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2.1 Archery Canada is committed to a sport environment free from maltreatment. The purpose of this Policy is to stress the importance of that commitment by educating Individuals about maltreatment, outlining how Archery Canada will work to prevent maltreatment, and how maltreatment or suspected maltreatment can be reported to and addressed by Archery Canada. Archery Canada is committed to implement the guiding principles of the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS).

## 3) Zero Tolerance Statement

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3.1 Archery Canada has zero tolerance for any type of maltreatment. Individuals are required to report instances of maltreatment or suspected maltreatment to Archery Canada to be immediately addressed under the terms of the applicable policy.

## 4) Maltreatment

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### Scope of Application

- 4.1.1 This section sets forth expectations for *Participants* regarding the elimination of *Maltreatment* in sport.
- 4.1.2 This applies to *Participants* active in sport or retired from sport where any claim of *Maltreatment* occurred when the *Participant* was active in sport.
- 4.1.3 The right to participate in Archery Canada activities may be limited, conditional, suspended, terminated or denied if a *Participant* is alleged to have engaged in *Maltreatment*. It is a violation for a *Participant* to engage in *Maltreatment* (however described).
- 4.1.4 Adults in positions of trust and authority shall be responsible for knowing what constitutes *Maltreatment*. The categories of *Maltreatment* are not mutually exclusive, nor

are the examples provided in each category an exhaustive list. Rather, what matters for the assessment of the *Maltreatment* is whether the conduct falls into one or more of the categories, not into which category it falls. Abuse, assault, harassment, bullying, and hazing can be experienced in more than one category of *Maltreatment*.

*Maltreatment* can be any of the prohibited behaviours and conduct, provided the *Maltreatment* occurs in any one or a combination of the following situations (i) within a sport environment or (ii) when the *Participant* alleged to have committed *Maltreatment* was engaging in sport activities or (iii) when the *Participants* involved interacted due to their mutual involvement in sport or (iv) outside of the sport environment where the *Maltreatment* has a serious and detrimental impact on another *Participant*. The physical location(s) where the alleged *Maltreatment* occurred is not determinative.

#### 4.1.5 Subjecting a *Participant* to the Risk of *Maltreatment*

It is a violation for sport administrators or other sport decision-makers in positions of authority to place *Participants* in situations that make them vulnerable to *Maltreatment*. This includes, but is not limited to, instructing an *Athlete* and coach to share a hotel room when traveling, hiring a coach who has a past history of *Athlete Maltreatment*, assigning guides and other support staff to a para-*Athlete* when the guide or support staff has a reputation for *Athlete Maltreatment* or assigning such a guide or support staff to a para-*Athlete* in the absence of consultation with the para- *Athlete*.

#### 4.1.6 Sport-Specific Considerations

The UCCMS acknowledges that sport-specific differences exist with respect to such aspects as acceptable levels of touch, physical contact, and aggression during training or competition. However, as the UCCMS does not address rules of the game, any relevant sport-specific differences will be considered during investigative processes.

## 4.2 *Maltreatment*

### 4.2.1 Psychological Maltreatment

4.2.1.1 It is a violation for a *Participant* to engage in Psychological Maltreatment.

4.2.1.2 Psychological Maltreatment includes, without limitation, verbal acts, non- assaultive physical acts and acts that deny attention or support.

#### 4.2.1.2.1 Verbal Acts

Verbally assaulting or attacking someone, including but not limited to: unwarranted personal criticisms; body shaming; derogatory comments related to one's identity (e.g. race, gender identity or expression, ethnicity, Indigenous status, ability/disability); comments that are demeaning, humiliating, belittling, intimidating, insulting or threatening; the use of rumours or false statements about someone to diminish that person's reputation; using confidential sport and non-sport information inappropriately.

Verbal Maltreatment may also occur in online forms.

#### 4.2.1.2.2 Non-assaultive Physical Acts (no physical contact)

Physically aggressive behaviors, including but not limited to: throwing objects at or in the presence of others without striking another; hitting, striking or punching objects in the presence of others.

#### 4.2.1.2.3 Acts that Deny Attention or Support

Acts of commission that deny attention, lack of support or isolation including but not limited to: ignoring psychological needs or socially isolating a person repeatedly or for an extended period of time; abandonment of an Athlete as punishment for poor performance; arbitrarily or unreasonably denying feedback, training opportunities, support or attention for extended periods of time and/or asking others to do the same.

### 4.2.2 Physical Maltreatment

4.2.2.1 It is a violation of the UCCMS for a Participant to engage in Physical Maltreatment.

4.2.2.2 Physical Maltreatment includes, without limitation, contact or non-contact behaviours that have the potential to cause physical harm.

#### 4.2.2.2.1 Contact behaviours

Including but not limited to: deliberately punching, kicking, beating, biting, striking, strangling or slapping another; deliberately hitting another with objects.

#### 4.2.2.2.2 Non-contact behaviours

Including but not limited to: isolating a person in a confined space; forcing a person to assume a painful stance or position for no athletic purpose (e.g., requiring an *Athlete* to kneel on a hard surface); the use of exercise for the purposes of punishment; withholding, recommending against, or denying adequate hydration, nutrition, medical attention or sleep; denying access to a toilet; providing alcohol to a *Participant* under the legal drinking age; providing illegal drugs or non-prescribed medications to a *Participant*; encouraging or knowingly permitting an *Athlete* to return to play prematurely following any injury or after a concussion and without the clearance of a medical professional; encouraging an *Athlete* to perform a skill for which they are known to not be developmentally ready.

### 4.2.3 Sexual Maltreatment

4.2.3.1 It is a violation for a Participant to engage in Sexual Maltreatment.

4.2.3.2 Sexual Maltreatment includes, without limitation, any act targeting a person's sexuality, gender identity or expression, that is committed, threatened or attempted against a person, and includes but is not limited to the Criminal Code Offences of sexual assault, sexual exploitation, sexual interference, invitation to sexual touching, indecent exposure, voyeurism and non-consensual distribution of sexual/intimate images. Sexual Maltreatment also includes sexual harassment and stalking, cyber harassment, and cyber stalking of a sexual nature.

4.2.3.3 Examples of Sexual Maltreatment include, without limitation:

- 4.2.3.3.1 Any penetration of any part of a person's body, however slight, with any object or body part by a person upon another person, including but not limited to:
- a. vaginal penetration by a penis, object, tongue, or finger; and
  - b. anal penetration by a penis, object, tongue, or finger.
- 4.2.3.3.2 Any intentional touching of a sexual nature of any part of a person's body, however slight, with any object or body part by a person upon another person, including but not limited to:
- a) kissing;
  - b) intentional touching of the breasts, buttocks, groin or genitals, whether clothed or unclothed, or intentionally touching of another with any of these body parts;
  - c) any contact, no matter how slight, between the mouth of one person and the genitalia of another person, and
  - d) making another touch themselves, the *Participant*, or someone else with or on any of the body parts listed in b).
  - e) any intentional touching in a sexualized manner of the relationship, context or situation.
- 4.2.3.3.3 In addition to the criminal acts identified above, prohibited are sexual relations between an *Athlete* above the age of majority (depending upon jurisdiction) and a *Participant* who holds a position of trust and authority on the basis that there can be no *Consent* where there is a *Power Imbalance*. A *Power Imbalance* that is presumed to exist may be challenged.

#### **4.2.4 Neglect**

- 4.2.4.1 It is a violation for a Participant to engage in Neglect.
- 4.2.4.2 Neglect, or acts of omission, includes without limitation: not providing an Athlete recovery time and/or treatment for a sport injury; not being aware of and not considering an individual's physical or intellectual disability; not considering supervision of an Athlete during travel, training or competition; not considering the welfare of the Athlete when prescribing dieting or other weight control methods (e.g., weigh-ins, caliper tests); disregarding the use of performance-enhancing drugs by an Athlete; failure to ensure safety of equipment or environment; allowing an Athlete to disregard sport's rules, regulations, and standards, subjecting Participants to the risk of Maltreatment.

#### **4.2.5 Maltreatment Related to Grooming**

- 4.2.5.1 It is a violation for a Participant to engage in Grooming.

- 4.2.5.2 Grooming is often a slow, gradual and escalating process of building trust and comfort with a young person. Grooming includes, without limitation, the process of making inappropriate behaviour seem normal and gradually engaging in 'boundary violations' which have been professionally-identified to Canadian standards (e.g., a degrading remark, a sexual joke, sexualized physical contact; adult Participants sharing rooms with a Minor who is not an immediate family member; providing a massage or other purported therapeutic interventions with no specific training or expertise; private social media and text communications; sharing personal photographs; shared use of locker rooms; private meetings; private travel, and providing gifts).
- 4.2.5.3 Grooming usually begins with subtle behaviours that do not appear to be inappropriate. Many victims/survivors of sexual abuse do not recognize grooming process as it is happening, nor do they recognize that this process of manipulation is part of the overall abuse process.
- 4.2.5.4 In the grooming process, the offender begins by gaining trust of adults around the young person. The offender establishes a friendship and gains the young person's trust. *Grooming* then involves testing boundaries (e.g. telling sexual jokes, showing sexually explicit images, making sexual remarks). Typically, behaviour moves from non-sexual touching to "accidental" sexual touching.
- 4.2.5.5 The young person is often manipulated into feeling responsible for the contact, is discouraged from telling anyone else about the relationship, and is made to feel obligated to protect the offender. The offender also builds trust with those close to the young person so that the relationship with the young person is not questioned.

#### **4.2.6 Maltreatment Related to Process**

4.2.6.1 The behaviors identified below also constitute Maltreatment and may give rise to a sanction.

##### 4.2.6.1.1 Interference with or Manipulation of Process

An adult *Participant*, is in violation of this policy by directly or indirectly interfering with a maltreatment process by:

- a. falsifying, distorting, or misrepresenting information, the resolution process, or an outcome;
- b. destroying or concealing information;
- c. attempting to discourage an individual's proper participation in or use of the policies processes;
- d. harassing or intimidating (verbally or physically) any person involved in the policies processes before, during, and/or following any UCCMS proceedings;
- e. publicly disclosing a *Participant's* identifying information, without the *Participant's* agreement;
- f. failing to comply with any temporary or provisional measure or other final sanction;

- g. distributing or otherwise publicizing materials a *Participant* gains access to during a maltreatment investigation or hearing, except as required by law or as expressly permitted; or
- h. influencing or attempting to influence another person to interfere with or manipulate the process.

#### 4.2.6.1.2 Retaliation

Retaliation is prohibited. A *Participant* shall not take an adverse action against any person for making a good faith *Report* of possible *Maltreatment* or for participating in any process under the UCCMS. Retaliation includes threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging or participating in UCCMS's processes.

Retaliation after the conclusion of investigation and sanction processes is also prohibited. Retaliation may be present even where there is a finding that no *Maltreatment* occurred.

Retaliation does not include good-faith actions lawfully pursued in response to a *Report* of possible *Maltreatment*.

#### 4.2.6.1.3 Aiding and Abetting

Aiding and Abetting is any act taken with the purpose of facilitating, promoting, or encouraging the commission of *Maltreatment* by a *Participant*. Aiding and Abetting also includes, without limitation, knowingly:

- a. allowing any person who has been suspended or is otherwise ineligible to be in any way associated with sport or to coach or instruct *Participants*;
- b. providing any coaching-related advice or service to an *Athlete* who has been suspended or is otherwise ineligible; and
- c. allowing any person to violate the terms of their suspension or any other sanctions imposed.

### **4.2.7 Maltreatment Related to Reporting**

#### **4.2.7.1 Failure to Report Maltreatment of a Minor**

A legal duty to report is mandated by law, and the requirement varies by province depending on provincial legislation. An adult *Participant* who fails to *Report* actual or suspected *Psychological Maltreatment*, *Sexual Maltreatment*, *Physical Maltreatment* or *Neglect* involving a *Minor Participant* pursuant to this policy's processes and to law enforcement or child protection services (when applicable) shall be subject to disciplinary action under Archery Canada policies.

- 4.2.7.1.1 The obligation to *Report* requires the *Reporting* of any conduct which, if proven true, would constitute *Psychological Maltreatment*, *Sexual Maltreatment*, *Physical Maltreatment* or *Neglect* involving a *Minor Participant*. The obligation to *Report* is an ongoing one and is not satisfied simply by making an initial *Report*. The obligation includes *Reporting*, on a timely basis, all relevant information of which an adult *Participant* becomes aware.

- 4.2.7.1.2 The obligation to *Report* includes making a direct *Report*.
- 4.2.7.1.3 The obligation to *Report* includes personally identifying information of a potential *Minor Complainant* to the extent known at the time of the *Report*, as well as a duty to reasonably supplement the *Report* as to identifying information learned at a later time.
- 4.2.7.1.4 *Participants* should not investigate or attempt to evaluate the credibility or validity of allegations involving *Psychological Maltreatment*, *Sexual Maltreatment*, *Physical Maltreatment* or *Neglect*. *Participants* making a good faith *Report* are not required to prove the *Reports* are true before *Reporting*.

#### **4.2.7.2 Failure to Report Inappropriate Conduct**

Not all inappropriate conduct may meet the threshold for constituting *Maltreatment* under the UCCMS. However, such inappropriate conduct may represent behavior with the risk of escalating to *Maltreatment* under the UCCMS.

Any *Participant* who suspects or becomes aware of another *Participant's* inappropriate conduct, even if it is not defined as *Maltreatment* under the UCCMS, has a duty to report such inappropriate conduct through the organization's internal procedures. Those in positions of trust and authority who become aware of another's inappropriate conduct have a responsibility for reporting the concern within their organization's policies and procedures. The person making the report does not need to determine whether a violation of the UCCMS took place: instead, the responsibility lies in reporting the objective behaviour.

#### **4.2.7.3 Intentionally Filing a False Allegation**

In addition to constituting *Maltreatment*, filing a knowingly false allegation or influencing others to file a knowingly false allegation, that a *Participant* engaged in *Maltreatment* shall be subject to disciplinary action pursuant to the UCCMS.

- 4.2.7.3.1 An allegation is false if the events *Reported* did not occur, and the person making the *Report* knows the events did not occur.
- 4.2.7.3.2 A false allegation is different from an unsubstantiated allegation; an unsubstantiated allegation means there is insufficient supporting evidence to determine whether an allegation is true or false. Absent demonstrable bad faith, an unsubstantiated allegation alone is not grounds for a UCCMS violation

### **4.3 Preventing Maltreatment**

Archery Canada will enact measures aimed at preventing maltreatment. These measures include screening, orientation, training, practice, and monitoring.

#### **4.3.1 Screening**

- 4.3.1.1 Individuals who coach, volunteer, officiate, deliver developmental programs, are affiliated with national teams, accompany a team to an event or competition, are paid

staff, or otherwise engage with Vulnerable Individuals involved with Archery Canada will be screened according to the organization's Screening Policy.

- 4.3.1.2 Archery Canada will use the Screening Policy to determine the level of trust, authority, and access that each Individual has with Vulnerable Individuals and Athletes.

### **4.3.2 Orientation and Training**

- 4.3.2.1.1 Archery Canada will deliver orientation and training to those Individuals who have access to, or interact with, Vulnerable Individuals and Athletes. The orientation and training, and their frequency, will be based on the level of risk, as described in the *Screening Policy*.

### **4.3.3 Practice**

When Individuals interact with Vulnerable Individuals and Athletes, they are required to enact certain practical approaches to these interactions. These include, but are not limited to:

- a) Limiting physical interactions to non-threatening or non-sexual touching (e.g., high-fives, pats on the back or shoulder, handshakes, specific skill instruction, etc.)
- b) Ensuring that Vulnerable Individuals are always supervised by more than one adult
- c) Ensuring that more than one person is involved with team selection (thereby limiting the consolidation of power onto one Individual)
- d) Including parents/guardians in all communication (e.g., electronic, telephonic) with Vulnerable Individuals
- e) Ensuring that parents/guardians are aware that some non-personal communication between Individuals and Vulnerable Individuals (e.g., coaches and athletes) may take place electronically (e.g., by texting) and that this type of communication is now considered to be commonplace, especially with older Vulnerable Individuals (e.g., teenagers). Individuals are aware that such communication is subject to Archery Canada's *Code of Conduct and Ethics* and *Social Media Policy*.
- f) When traveling with Vulnerable Individuals, the Individual will not transport Vulnerable Individuals without another adult present and will not stay in the same overnight accommodation location without additional adult supervision.
- g) When traveling with any Athlete, no coach is to share a hotel room with an athlete.

### **4.3.4 Monitoring**

- 4.3.4.1 Archery Canada will regularly monitor those Individuals who have access to, or interact with, Vulnerable Individuals. The monitoring will be based on the level of risk, as described in the *Screening Policy*.

- 4.3.4.2 Monitoring may include, but is not limited to: regular status reports, logs, supervisor meetings, supervisor on-site check-ins, feedback provided directly to the organization (from peers and parents/athletes), and regular evaluations.

#### **4.4 Reporting Maltreatment**

- 4.4.1 Complaints or reports that describe an element of maltreatment will be addressed by the process(es) described in Archery Canada's Complaint and Discipline Policy.

### **5 Review and Approval**

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- 5.1 The Archery Canada Board of Directors and Executive Director shall review this policy every two (2) years on the World Archery Outdoor Championship cycle, unless otherwise required

Approved: February 2, 2021

Review: 2023

Revision Approved: TBD