

# Capital Region Female Minor Hockey Association (CRFMHA)

## Participant Protection Policy

### Version 2.0

(Approved April 28, 2025)

## BACKGROUND

CRFMHA's Participant Protection Policy is an expansion of the former Player Protection Policy (Version 1.0) and is comprised of the following six individual components that are designed to protect the physical and mental well-being of all members when participating in CRFMHA activities:

1. Harassment, Bullying and Maltreatment Policy
2. Alcohol, Drugs, Tobacco, Vaping and Illegal Activity Policy
3. Performance Enhancing Substances
4. Supervisory Responsibility and Locker Room Policy
5. Crisis Counseling
6. Additional Concerns

In this policy, the term "Team Staff" shall be interpreted to include all Coaches, Assistant Coaches, Managers, Hockey Canada Safety Program (HCSP) personnel and any other qualified adults on the Hockey Canada Registry, as applicable. The term "Officials" shall be interpreted to include on-ice officials (referees, linespersons) and off-ice officials (timekeepers, scorekeepers).

Any violations of the Participant Protection Policy should be reported to the Director of Safety and Risk Management ([safety@crfmha.ca](mailto:safety@crfmha.ca)) and law enforcement if criminal in nature. Complaints of a serious nature may be reported through the Sport Complaints/ Independent Safe Sport [Independent Third Party](#). The Independent Third Party (ITP) is a fully independent group appointed to administer all Hockey Canada maltreatment complaints in a procedurally fair manner. *The ITP may redirect complaints to provincial member associations or the Abuse-Free Sport and the Office of the Sport Integrity Commissioner depending on the jurisdiction or nature of the complaint.*

## **1. HARASSMENT, BULLYING AND MALTREATMENT POLICY**

### **1.1 Policy Statement**

This policy sets out the principles and practices of the CRFMHA, and in alignment with BC Hockey policy regarding harassment, bullying and maltreatment. This policy applies to all Directors, Volunteers, Team Staff, Athletes, Officials, Employees and Members of CRFMHA.

This policy is not designed to circumvent existing policies or procedures of BC Hockey or Hockey Canada.

It is the policy of CRFMHA that there shall be no maltreatment or neglect, whether physical, emotional or sexual, of any Participant in any of its programs. Participants should have the reasonable expectation that CRFMHA will provide a safe, accessible, inclusive environment, and is free from all forms of Maltreatment, Bullying and Harassment. CRFMHA expects every parent, volunteer and staff member to take reasonable steps to safeguard the welfare of its Participants and to protect them from any kind of maltreatment.

CRFMHA will make every reasonable effort to promote awareness of the problem of harassment, bullying and maltreatment among all its members and respond efficiently to complaints or disclosures of harassment, bullying or maltreatment.

**1.2 Definitions** The following definitions are provided by CRFMHA and BC Hockey as guidelines for determining conduct. Whether or not a behaviour fits within one of these definitions may ultimately be with the interpretation of the Court.

### **1.2.1 HARASSMENT**

Harassment involves comments and/or behaviours of an emotional, physical, and/or sexual nature against a person that is known or ought reasonably to be known to be unwelcome, and includes, without limitation, abuse of power, harassment based on protected grounds of discrimination under human rights legislation and sexual harassment. Harassing behaviour can involve comments, conduct or gestures which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive. It may also include behaviour which creates an uncomfortable environment, or which might reasonably be expected to cause embarrassment, insecurity, discomfort, mental distress, offense or humiliation to another Participant or group.

- **Examples of Harassment.** Harassment can take many forms which can include, but not limited to:
  - Unwelcome remarks, slurs, jokes, taunts, or suggestions about a person's body, clothing, race, national or ethnic origin, colour, religion, age, sex or gender, marital status, family status, physical or mental disability, sexual orientation, pardoned conviction, or other personal characteristics;
  - Unwelcome sexual remarks, invitations, or requests;
  - Displays of sexually explicit, sexist, racist, or other offensive or derogatory material;
  - Written or verbal abuse or threats;
  - Practical jokes that embarrass or insult someone;
  - Any form of hazing;
  - Leering (suggestive staring) or other offensive gestures;
  - Unwelcome physical contact, such as patting, touching, pinching, or hitting;
  - Patronizing or condescending behaviour;
  - Humiliating someone;

- Abuse of authority that undermines someone's performance or threatens their Position;
- Physical or sexual assault.

### 1.2.2 BULLYING

Bullying is intentionally aggressive behaviour towards another person in order to insult, humiliate, degrade or exclude them, and likely intended to hurt, control, or diminish the person emotionally, physically or sexually. Bullying includes a continuum of hurtful behaviours that can range in severity from name-calling to criminal assault. There are many forms of bullying: physical, verbal, social, sexual, cyber and criminal conduct.

- Physical: inappropriate conduct towards a Participant or their property ie. hitting, pushing, punching, beating, biting, striking, kicking, choking, spitting or slapping, or throwing objects (such as sporting equipment) at another person, damaging or stealing another person's property.
- Verbal: ridiculing, taunting, mocking, name-calling, hurtful teasing intended to be intimidating or threatening to cause someone harm.
- Social: use of rumors or false statements about someone to diminish that person's reputation; cut off social connections by convincing peers to exclude or reject someone; socially excluding someone and provoking others to do the same.
- Cyberbullying: using electronic communications, social media platforms or other technology to threaten, harass, embarrass, frighten, intimidate, humiliate, socially exclude or damage another Participant's reputation and relationships. **See next section on Cyberbullying.**
- Criminal Conduct: any conduct described as bullying under Provincial or Federal Court law.

#### Cyberbullying

Cyberbullying involves the use of information and communication technologies ("technology") (including but not limited to email, cell phone and text message, camera phones, instant message, social media platforms, and defamatory personal websites) to support deliberate and hostile behavior by an individual or group that is intended to harm others. It involves using technology to spread:

- accounts (true or untrue) of events, conversations, or activities involving a person
- photos/videos
- gossip, secrets or rumors (true or untrue) that are intended to shame or humiliate a person, or damage a person's reputation.

By its nature, the technology itself creates a power imbalance between the person who is behaving in a hostile manner online, and the one who is targeted. The power

imbalance and harm caused by cyberbullying is greater when the individual who is targeted is vulnerable due to disability, sex or gender, gender identity, sexual orientation, religion, ethnicity, or culture.

In the hockey environment, cyberbullying:

- Can disrupt a team by causing a hostile environment for players, making hockey a negative experience.
- Can escalate a conflict among players or between teams making the problem even harder to solve.
- May cause players to avoid or stop participating in team activities.
- In its most extreme forms, it may lead to legal issues.

Minor incidents of cyberbullying should be corrected promptly and informally, taking a constructive approach and with the goal of bringing about a change in negative attitudes and behavior.

More serious incidents should be dealt with according to CRFMHA, Branch (BC Hockey) or national policy guidelines. Players who engage in serious or repeated cyberbullying may face disciplinary action, including suspension from CRFMHA activities.

For additional information regarding cyberbullying in the hockey environment, visit Hockey Canada's [online resource manual](#).

### **1.2.3 MALTREATMENT**

Maltreatment is defined as “volitional acts or omissions that result in harm or the potential for physical or psychological harm. Maltreatment can take many forms, but generally includes any act, lack of an action or deliberate behaviour, by a person(s) that causes physical, emotional and/or sexual harm or damage to another person. Maltreatment also includes child abuse, which can be defined as any form of physical, emotional and/or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child, whether done in person or through technology (including but not limited to computers, the Internet, cell phones, cameras, web cameras and other media).” [BC Hockey Policy Manual Sec. 5.16 2022](#).

Child abuse is any form of physical, emotional and / or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and / or breach of trust. Abuse can arise in a single incident or a series of incidents or pattern(s) of behaviour.

Child Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be in need of protection from harm if abuse or neglect is suspected. Information about one's legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at [www.hockeycanada.ca](http://www.hockeycanada.ca).

## **Types of abuse include:**

### **Psychological Abuse**

Emotional abuse is a chronic attack on a child or youth's self-esteem; it is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child or youth's needs.

### **Physical Abuse**

Physical abuse occurs when a person in a position of power or trust purposefully injures or threatens to injure a child or youth. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.

### **Neglect**

A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context (i.e. when a player is made to play with injuries).

### **Sexual Abuse**

Sexual abuse is when a child or youth is used by a child or youth with more power or an adult for their own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact:

#### **1) Contact**

- a) Touched or fondled in sexual area;
- b) Forced to touch another person's sexual areas;
- c) Kissed or held in a sexual manner;
- d) Forced to perform oral sex;
- e) Vaginal or anal intercourse;
- f) Vaginal or anal penetration with an object or finger;
- g) Sexually oriented hazing.

#### **2) Non-Contact**

- a) Obscene remarks on phone, computer or in notes or the posting of any sexual content online or in social media;
- b) Voyeurism;
- c) Shown pornography;
- d) Forced to watch sexual acts;
- e) Sexually intrusive questions and comments;
- f) Forced to pose for sexual photographs or videos;
- g) Forced to self-masturbate or forced to watch others masturbate.

### **1.3 Duty to Report**

**All forms of Maltreatment** require urgent attention. CRFMHA is committed to help reduce and prevent maltreatment of any participant. CRFMHA realizes that persons working closely with children and youth may witness, or become aware of an abusive situation. Therefore, these people have a particular reporting responsibility to ensure the safety of children and youth, by knowing their provincial protection acts and following through as required.

The Province of BC has mandatory reporting laws regarding the abuse and neglect of children and youth. Consequently it is the policy of CRFMHA that any CRFMHA personnel (part-time and full time staff, volunteer, Participant, Team Staff, Official) or CRFMHA partner (parent, guardian) who has reasonable grounds to suspect that a participant is or may be being subjected to or may have suffered from emotional, physical abuse and neglect and / or sexual abuse shall immediately report the suspicion and the information on which it is based to the local child protection agency and/or the local police detachment. In BC a person is considered to be a child until they have reached the age of 19. The local child protection agency and / or the local police detachment may request that CRFMHA deal with the matter reported.

Those CRFMHA members involved in providing hockey opportunities for participants understand and agree that abuse or neglect, as defined above, may be the subject of a criminal investigation and / or disciplinary procedures. Failure to report an offense and thereby failure to provide safety for participants may render the adult who keeps silent legally liable for conviction under the provincial child protection acts.

All reported incidents of harassment, bullying or maltreatment should be submitted to [safety@crfmha.ca](mailto:safety@crfmha.ca) whether or not they rise to the level of mandatory reporting to authorities.

#### **1.3.1 Role of CRFMHA**

CRFMHA is committed to creating and maintaining for its members a sport environment that is free from all forms of harassment, bullying and maltreatment.

CRFMHA will:

- Discourage and prevent harassment, bullying and maltreatment within CRFMHA;
- Provide assistance and guidance to individuals who experience harassment, bullying and maltreatment;
- Ensure all members, Team Staff or employees of CRFMHA are aware of the problems of harassment, bullying and abuse and advise them of the procedures contained in this policy;
- Inform both the complainants and respondents of the procedures contained in this policy;
- Regularly review the terms of this policy to ensure that it meets CRFMHA's objectives and legal obligations.

Complaints should be handled in a timely, sensitive, responsible and confidential manner. Anyone making a complaint which is found to be clearly unfounded, false, malicious or frivolous may be subject to discipline.

### **Who to Contact**

The Director of Safety and Risk Management will serve as initial contact for all formal and informal complaints of harassment, bullying and maltreatment/abuse. In carrying out their duties, the Director of Safety and Risk Management shall be directly responsible to CRFMHA. The Director of Safety and Risk Management may work collaboratively with other people or refer an individual to other resources if deemed necessary. [Abuse-Free Sport](#) is an independent program that is part of a growing national movement to rid Canadian sport of all forms of harassment, discrimination, and abuse. Website: [abuse-free-sport.ca/helpline](http://abuse-free-sport.ca/helpline)

Abuse-Free Sport Helpline: Phone: 1-888-837-7678

Email: [info@abuse-free-sport.ca](mailto:info@abuse-free-sport.ca)

### **1.3.2 Complaint Procedure and Process (see Appendix 1)**

1. A concerned member has the option of contacting the Director of Safety and Risk Management for review and informal advice by sending an email to: [safety@crfmha.ca](mailto:safety@crfmha.ca) or;
2. Complete and submit an [Incident Report Form](#);
3. The Director is to:
  - a. confirm that the complainant is aware of this CRFMHA policy and the BC Hockey Policy: [MALTREATMENT, BULLYING AND HARASSMENT, PROTECTION AND PREVENTION POLICY](#) (page 55);
  - b. explain the Director's role and degree of involvement;
  - c. explain there must be no summary justice or hasty punishment during the complaint procedure. The process of investigation and settlement of any complaint must be fair to all parties, allowing adequate opportunity for the presentation of a response to the allegations.
4. The Director will determine whether or not the complaint can (or should) be resolved informally or through a formal complaint process;
5. Formal complaints will be reviewed and addressed by the CRFMHA Discipline Committee;
6. Decisions of the CRFMHA Discipline Committee may be appealed. Appeals must be submitted to the Chair of the CRFMHA Appeals Committee within 72 hours of delivery of the decision of the CRFMHA Discipline Committee to the complainant;
7. There shall be no tolerance of reprisals taken against any party to a complaint. The names of parties and the circumstances of the complaint shall be kept confidential

except where disclosure is necessary for the purposes of investigation (legal or otherwise) or taking disciplinary measures.

#### **1.4 Considerations around Adult Interactions**

Some behaviour, which is defined as maltreatment or abuse when directed towards a child or youth, may also constitute harassment when directed towards a peer or when perpetrated between adults. CRFMHA's Harassment Policy also covers such behaviour.

#### **1.5 Considerations around Maltreatment of Officials**

**BACKGROUND:** Disrespect of minor hockey game Officials remains a substantial issue, despite efforts and campaigns to eliminate it. All Participants (players, coaches, parents/guardians) are expected to abide by the appropriate Code of Conduct as established by Hockey Canada, BC Hockey and VIAHA. Team Staff and parents/guardians are additionally expected to maintain certification in the *Respect in Sport* program, aimed to reduce inappropriate behaviors toward Officials. Failure to comply or complete the program requirement does not exempt a Participant from the expected Code of Conduct.

At all hosted events (i.e. home games), CRFMHA has a rental contract and/or facility use permit with the venue, which allows CRFMHA to monitor, regulate and limit participation in all events hosted by CRFMHA.

1. CRFMHA will have a “zero tolerance” approach to disrespecting Officials in any way. Acting disrespectfully towards Officials includes:
  - Bullying
  - Harassment
  - Maltreatment
  - Abuse
  - Discrimination
  - Unsportsmanlike Conduct
  - Assault
2. CRFMHA encourages identification of any individual disrespecting Officials. Disrespect of Officials may include, but is not limited to:
  - Inappropriate, aggressive or excessive verbal or written questioning of on-ice calls, or perceived non-calls;
  - Use of foul or derogatory language in reference to the Officials, an on-ice call or a perceived non-call;
  - Inappropriate, aggressive or excessive physical gestures indicating disagreement with an on-ice call, or perceived non-call, or gestures of a threatening nature;
  - Throwing of objects on the ice;



- Physically entering the ice surface, referee dressing room or approaching an Official within any part of a facility or the surrounding area (e.g. parking lot)
- 3. Any individual identified to have disrespected an Official (with substantiated evidence) will be suspended from attending all CRFMHA home games and events:
  - For one week after the first incident;
  - For one month after the second incident;
  - For the remainder of the season after the third incident;
  - Indefinitely after the fourth incident.
- 4. Any individual who violates a suspension as defined above in (3) will be considered a member *not in good standing* with CRFMHA, prohibiting subsequent player registration as per the Bylaws.
- 5. Reporting maltreatment of Officials:
  - Submit a detailed report in writing to [safety@crfmha.ca](mailto:safety@crfmha.ca). Include substantiated evidence such as witness accounts and/or video (optional) or;
  - File an association incident report (**See Appendix 1**).
  - In-game reporting: It is the responsibility of the head coach of the home and visiting teams to control their fans. In-game abusive behaviour should be reported to the scorekeeper who in turn, can report to any of the on-ice Officials.
  - On-ice Officials have the right to directly ask the abusive person to leave; or the head coach associated with the abusive person will remove them and provide the person's name if possible to an on-ice Official.

## **2. ALCOHOL, DRUGS, TOBACCO, VAPING AND ILLEGAL ACTIVITY POLICY**

### **2.1 Policy Statement**

Hockey is a sport that promotes a healthy lifestyle. All volunteers, partners and members have a responsibility to the players, Participants and the community to demonstrate and encourage healthy choices.

BC Hockey and CRFMHA prohibits the use of tobacco, cannabis, alcohol, drugs and banned / restricted substances during BC Hockey and / or CRFMHA sanctioned events as outlined in this policy. Both organizations are sincere in their duty to uphold the societal law in which members operate regarding illegal activities, and any incidents are to be dealt with on an individual basis.

### **2.2 Prohibition**

Use of any tobacco, cannabis and smoke-less products (e.g. vaporizers) by Participants, leaders and Team Staff is prohibited during any BC Hockey and / or CRFMHA sanctioned events including:

- At the players' bench, in dressing rooms or in public, non-licensed areas including the property of all recreational facilities where CRFMHA activities take place;

- In buses or cars when traveling with team members to and from a sanctioned event;
- For the purposes of hazing or initiation.

### **2.3 Prohibited Substances - Enforcement**

Teams may develop team rules that are reasonable, fair and consistent however the rules must not conflict or supersede CRFMHA or other governing body rules.

The following policies and procedures of CRFMHA and the governing bodies shall be observed and enforced;

- Coach(es) and /or Manager have the authority to remove a player from any team activities for a violation of this policy;
- Regardless of removal, a Team Staff member must continue supervisory duties until the player is released to the care of their parent or guardian;
- Coach(es) and /or Manager shall meet with the player and a parent to review the reasons for the removal;
- The Coach and /or Manager informs CRFMHA, which will in turn inform the authorities should it be felt that the incident warrants criminal investigation;
- Coach(es) and /or Manager must participate co-operatively in disciplinary proceedings, as required;
- The Coach and /or Manager ensures that reports and specific circumstances are kept private within the parent and CRFMHA-constituted process. At no time are any proceedings made public;
- Suspension of the player is at the discretion of CRFMHA;
- If the decision is to seek suspension, the Coach and /or Manager, as soon as practical, informs the player and a parent, and refers the matter to CRFMHA to implement suspension procedures.

It is strongly encouraged that, should the incident or resulting actions be disputed, the parties in the dispute seek a resolution through direct discussions, voluntary mediation and the exercise of common sense. Should these options fail, the parties involved should be referred to the Director of Safety and Risk Management for further review.

### **2.4 Legal Context**

All volunteers should review the *Controlled Drugs Act* and the *Liquor Control and Licensing Act*. The consumption of controlled substances by minors is strictly prohibited.

BC Hockey and CRFMHA realize that responsible use of alcohol by adults is acceptable with the implementation of responsible parameters, in a private environment ie. hotel room, or where alcohol is controlled by a server in a licensed environment.

### **3. PERFORMANCE ENHANCING SUBSTANCES**

Hockey Canada, BC Hockey and CRFMHA are opposed to the use or application of any banned substance that contravenes the rules of the International Ice Hockey Federation or the International Olympic Committee for the purpose of enhancing an athlete's performance in any form of competition.

Any Team Staff condoning the use of banned substances as described in the Hockey Canada Association Anti-Doping Policy, counseling, or advising others to use banned substances, securing, supplying or administering banned substances shall be reported to the appropriate governing body.

BC Hockey adopts the Canadian Anti-doping Program as approved by Hockey Canada through the Canadian Center for Ethics in Sport (CCES). Information on the current CCES policy can be obtained through:

Canadian Centre for Ethics in Sport 350-955 Green Valley Crescent Ottawa, ON, K2C 3V4  
[www.cces.ca](http://www.cces.ca); General info: [info@cces.ca](mailto:info@cces.ca); Substance info: [substances@cces.ca](mailto:substances@cces.ca)

### **4. SUPERVISORY RESPONSIBILITY AND DRESSING ROOM POLICY**

#### **4.1 Responsibility**

Minor hockey organizations are responsible for the reasonable safety and well-being of all minor athletes (under the age of majority) while participating in sports activities. Supervisory responsibilities play an integral part of a coach's role. Interaction between coaches and other Team Staff with players is based on [BC Hockey's Code of Conduct](#) (4.02).

#### **4.2 Rule of Two Supervision in Dressing Rooms**

To best ensure safety for all Participants, all minor hockey programs sanctioned by Hockey Canada and its members are required to implement the 'Rule of Two' for all dressing rooms. For the U21 Division, in order to adhere to the policy, at least 2 screened adult U21 players will suffice.

The Hockey Canada 'Rule of Two' requires two trained and screened adults to be present in the dressing room or immediately outside the dressing room with the door propped open to monitor the environment and ensure it is free of any discrimination, harassment, bullying, or other forms of maltreatment.

Due to numerous previous incidents and to meet the specific needs of its membership, CRFMHA requires that two screened (Criminal Record Check) and trained (Respect in Sport or CAC Safe Sport Training) adult women be present inside the dressing room at all times in a supervisory and/or coaching capacity. The Rule of Two remains in place when showers are in use. One screened and trained adult man may be present provided that: a second woman is not available, AND all players are in base layers. In case of an emergency, or other unforeseen circumstances, another woman parent may be recruited if there is not a trained and screened woman to ensure that this minimum ratio can be maintained at all times. Please refer to the Hockey Canada Dressing Room Policy (updated September 12, 2023). ***Players will not have access to the dressing room until the two designated supervisors have arrived.***

The 'Rule of Two' supervision shall be used in all of the following circumstances:

- **Dressing Rooms**  
Team Staff (women) or screened and trained women supervisors must always be present inside the dressing room when players are present. The 'Rule of Two' of supervision should always be used.
- **Injury Treatment**  
The HCSP safety person should avoid assessing or treating injuries out of sight of others. The 'Rule of Two' of supervision should always be used.
- **Physical Contact**  
Team personnel should avoid touching a player out of sight of others. The 'Rule of Two' of supervision should always be used.
- **Isolated Spaces**  
Parents/guardians should never leave their child unsupervised in a facility, nor should they leave their child alone with a single Team Staff member. The 'Rule of Two' of supervision should always be used.

Should there be any questions about the 'Rule of Two' please contact your CRFMHA Director of Safety and Risk Management.

#### **4.2.1 'Rule of Two' Schedule**

Each team should create a weekly schedule for dressing room supervision, to the best of their ability in advance, in order to ensure screened dressing room supervisors (women) are available and not rely on random chance or risk inadequate supervision. The schedule may be requested at any time by the Director of Safety and Risk Management or an Officer of the Association. Team Staff must file a Dressing Room Supervision Report using the form in the Safety tab of the CRFMHA website. The link for this form will also be emailed directly to all Team Managers.

For programs organized by the Hockey Operations Committee when there is no rostered Team Staff involved, including Development sessions, Tryouts and early season practices or team balancing exercises, the Director responsible for the program will be responsible for scheduling dressing room supervision and for completing the Dressing Room Supervision Report form.

Once all players are in full equipment (including jerseys), dressing room supervision can revert to screened and trained Team Staff.

Following a game or practice, once the debriefing session (if any) is completed and Team Staff exit the dressing room, the two dressing room supervisors assigned for that event will resume supervisory duties.

#### **4.2.2 Non-compliance with 'Rule of Two' Dressing Room Supervision**

Random spot checks by the Association will be conducted and any team found in non-compliance of the 'Rule of Two' supervision policy will result in the team being fined, and charged incrementally for repeat infractions as follows:

- First violation - \$50.00 fine
- Second violation - \$100.00 fine
- Third violation - \$150.00 fine

Failure to pay a fine by the team may result in non compliance measures such as coach suspensions; or revoking a practice; or revoking a game.

#### **4.3 General Dressing Room Policy**

Except to ensure that the minimum supervisory 'Rule of Two' procedure is met, parents are not permitted in dressing rooms except in younger Divisions (U11 and below), where they may be present only as required to assist their child with putting on their equipment and/or tying laces.

There will be zero tolerance for harassment, bullying and maltreatment/abuse by players and team officials in dressing rooms. Any violation of this policy must be reported to the CRFMHA Director of Safety and Risk Management if the matter was not appropriately dealt with by the Team Staff who were present when the event took place.

#### **4.4 Official's Dressing Room Policy (Hockey Canada)**

Given that dressing room spaces for officials and officiating teams are often shared by officials of a wide variety of ages and genders and may be used by different sports at the same time, safety and privacy are of the utmost importance. To create a safe and welcoming environment for everyone who uses an official's dressing room space, the minimum attire rule and shower recommendations (as described in the Hockey Canada Policy) should be applied.

Part of the Hockey Canada Officiating Program for referee certification, including refresher clinics, requires Lesson 11: Dressing Room Etiquette which covers the Hockey Canada policy and positive dressing room culture.

A parent of a CRFMHA youth referee is allowed in the Officials Dressing room at any time. Questions or concerns regarding this policy should be directed to the Referee In Chief: [referee@crfmha.ca](mailto:referee@crfmha.ca).

#### **4.5 Electronic Device Policy**

- The use of cellular phones and other electronic devices is prohibited in dressing rooms except when they are being used as a source of music, in which case:
  - Only one device at a time may be used in the dressing room as a source of music; and
  - That device must not be used for any photography, audio, video or other image recording or the streaming of photos, audio, video or other images.
- With the exception of the music source device, any other cellular phones and electronic recording devices should not be brought into the dressing room, and should be left with parent/guardians, stowed away or will be collected and stored by the dressing room supervisors on arrival and returned to players at the end of the session, as they are departing.

There will be zero tolerance for violations of this electronic device policy. Team Staff must enforce and remind players of this and also that they assume all risk of theft, loss or damage for any devices brought into the dressing room. Players should be encouraged to leave their devices at home or with a parent.

Team Staff and dressing room supervisors are also subject to the Electronic Device Policy and should not access their device while supervising the dressing room, except in an emergency situation or to document episodes of property damage using Notes or Camera (for photos of damaged property only).

#### **4.6 Team Travel (aka Road Trips)**

Ultimately, Team Staff should make every reasonable effort to provide adequate supervision of the players. It is imperative that the rules and player expectations are clearly defined, discussed and presented to all Participants including the parents and players prior to departing for a road trip. When parents travel with the team, it is imperative that the Team Staff meet with the parents to ensure that everyone is aware of, and their children adhere to, all team and association rules and regulations including the illegal use of drugs and alcohol, smoking, curfews and inappropriate behaviour, including harassment, bullying and abuse. It is important that this discussion take place prior to departure and not after an incident occurs during a team trip.

Team Staff and/or parent guardians assume full responsibility for the player members of the team. It is reasonable to assume that Team Staff will require “free time”, however a pre-assigned member of the Team Staff at all times will be appointed to assume the leadership role for players to ensure that policies and procedures as previously agreed upon are adhered to by all Participants. Providing information on the location, telephone numbers, cellular numbers, and

email addresses where the team will be staying prior to departure is important to ensure that players and parents are able to make immediate contact in the event of an emergency.

If players are staying in a hotel/motel, it is important that the guidelines as outlined in the Hockey Canada Safety Program are reviewed, specifically: 5.05 'the Safety Person coordinates plans for road trips, tournaments, etc. and assists in the overall supervision of the team.'

#### **4.6.1 Team Travel without Parents / Guardians**

Team Staff must pre-assign players to rooms. Team Staff must not share accommodations with players regardless of the cost saving or other benefits unless they are a parent or guardian. If players are sharing a room and Team Staff (non-parent/guardian) must enter the room, then the 'Rule of Two' must be observed; there should be no less than 2 women supervisors in the room at any time. No one other than the occupants of a given room will be permitted in the room unless the door is left open for visual access to outsiders. No uninvited guests by the occupants will be permitted in the rooms at any time. Team and small group meetings should be held in common areas such as a conference room. No sexual contact will be permitted by players who are minors while traveling with the team.

### **5. CRISIS COUNSELLING**

Situations involving serious and sometimes catastrophic incidents may affect the mental and physical well-being of those involved, including the volunteer leaders. CRFMHA recognizes the expertise of those trained in offering after-incident support and counseling for the Participants involved in serious incidents. CRFMHA and/or BC Hockey will direct members, upon request, to agencies involved in these support services.

Consider calling Kids Help Phone 1-800-668-6868 for initial support.

Another resource is:

[Suicide Crisis Helpline](#)

Call: 9-8-8

Text/SMS: 9-8-8

CRFMHA will endeavor to maintain an updated list of crisis support agencies as listed here and on its website:

[Support Services](#)

### **6. ADDITIONAL CONCERNS**

This policy is written with the information and context available at this time. In the event of an incidence that falls outside of the areas identified in this policy, please notify CRFMHA via

[safety@crfmha.ca](mailto:safety@crfmha.ca) or; Complete and submit an [Incident Report Form](#) and CRFMHA will review on an individual basis or refer to BC Hockey or the most appropriate governing body.



## **APPENDIX 1**

### **Complaint Procedure and Process**

