

Volunteer Screening Policy / Safe Sport Policy

1. General

1.1: Alberta Cricket Association is committed to providing a safe environment for all athletes and participants but particularly for youth.

1.2: Alberta Cricket Association has a duty of care towards minors taking part in events under their control, and a responsibility to ensure all coaches and volunteers have appropriate training.

1.3: The legal definition of “a minor” differs from province to province across Canada. Cricket Alberta programmes involve participants from all provinces, and therefore for this policy a minor is defined as a person under 19 years of age, and a child as a person under 16 years of age.

1.4: This policy should be used in conjunction with the Cricket Alberta policies on harassment and supplements the Cricket Alberta Code of conduct.

1.5: Cricket Alberta, through this policy, formally commits to the Responsible Coaching Movement as coordinated by the Coaching Association of Canada and the Canadian Centre for Ethics in Sport. As such we pledge to align our practices with Phase 1 of the Responsible Coaching Movement and are committed to ensuring that our athletes and coaches are protected.

1.6: The following terms have these meanings in this policy: Cricket Alberta—Means “Alberta Cricket Association”.

2. Application

2.1: This policy applies to all Cricket Alberta activities involving minors, including Cricket Alberta Kids, development camps, tournaments, tours, and any team travel. The policy applies to events involving senior teams if minors are involved as part of the team.

2.2: The policy applies to Intercity and Inter-Provincial youth tournaments held under the auspices of Cricket Alberta; all City Associations have an obligation to ensure that team staff travelling with youth teams is aware of this policy and abide by its provisions.

2.3: Cricket Alberta strongly encourages all Members, Associations, Leagues and Clubs to adopt similar standards in ensuring a safe environment for athletes.

3. Coaches and team staff

3.1: Cricket Alberta will apply the “Rule of Two” for any interactions between coaches and minor athletes. This states that there will always be two screened and NCCP trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. This means that any

one-on-one interaction between a coach and an athlete must take place within earshot and view of the second coach, with the exception of medical emergencies. One of the coaches must also be of the same gender as the athlete. Should there be a circumstance where a second screened and NCCP trained or certified coach is not available, a screened volunteer, parent, or adult can be recruited.

3.2: This rule serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments amongst others.

3.3: The Rule of Two shall also apply to all team staff, assistants, managers and official chaperones.

3.4: All coaches, managers and associated team staff must undergo adequate background screening prior to their appointment.

A Criminal Record Check and Vulnerable Sector check is mandatory (no exceptions). In addition for head coaches, reference checks should be undertaken focused on safe sport environments.

3.5: Coach training: In order to be appointed as a Cricket Alberta coach working with minors, individuals must be enrolled in the NCCP (National Coach Certification Programme) and have the following training/ qualifications in addition to their basic coaching qualifications:-

- Criminal record and vulnerable sector background checks within the preceding two years.
- The NCCP “Making Ethical Decisions” module. • Completion of “Respect in Sport” training.
- NCCP Concussion module.
- Current First Aid certification (unless another certified first-aider or medical professional is present at all team training and matches).

3.6: Current coaches must have background checks in place, and complete for additional required training at the first opportunity.

4. Travel policy

4.1: Cricket Alberta programmes frequently involve overnight travel for minors for tours, tournaments and training camps. Minor players are most vulnerable to abuse or misconduct during travel, particularly overnight stays. This includes a greater risk of player to player misconduct. During travel, players may be away from their families and support networks, and the setting is less structured and less familiar. This policy provides guidelines so that care is taken to minimize one-on-one interactions between minors and adults while traveling.

4.2: Cricket Alberta will:-

- Have coach and manager agreements in place, clearly stipulating the Rule of Two must be abided by, and will ensure that all are aware of this policy, as well as other applicable policies; -

- Have athlete consent forms of appropriate format from all minors participating in the event.
- Ensure team staff has copies of all relevant documents, including travel documents for the minors under supervision.
- Supply minors with the code of conduct, and make them aware of the safe travel policy. They should be provided with contact information for all responsible staff, as well as a contact outside of the team staff to report any issues to (usually the General Manager, or a director appointed by the Board).
- Ensure adequate insurance coverage is in place.

4.3: Cricket Alberta will ensure all team management and staff is made aware of the presence of any minors in senior team tours and camps.

4.4: No employee, coach, or volunteer will engage in team travel without the proper safety requirements in place and on record, including valid drivers' licenses, automobile liability insurance as required by applicable law, a vehicle in safe working order, and compliance with all provincial/ local laws.

4.5: Players should share rooms with other players of the same gender, with the appropriate number of players assigned per room depending on accommodations. There should be an age differential of no more than two years between minors sharing a room.

4.6: Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with a minor player (unless the coach is the parent, guardian or sibling of the player).

4.7: Individual meetings between a player and coach may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present.

4.8: All minors will be permitted to make regular check-in phone calls to parents. Team personnel shall allow for any unscheduled check in phone calls initiated by either the player or parents.

4.9: As per the Cricket Alberta Code of Conduct, no coach, staff member, manager or chaperone shall at any time be under the influence of alcohol or drugs while performing their coaching and/or chaperoning duties. It is recognized that on senior tours/ tournaments involving minors, teams may participate in social events where alcohol may be offered. At least two individuals at any given time must be responsible for the minors present, and that this provision applies to them in these circumstances.

4.10: If a curfew is applied then regular monitoring and curfew checks will be made of each room by at least two properly screened adults.

4.11: If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken or immediately after the action.

4.12: Team management have a responsibility of care towards minors. Under no circumstances should a minor be allowed to travel alone or be left unsupervised when travelling for official Cricket Alberta tours or tournaments.

4.13: If there are issues that prevent a minor travelling with the team (illness, issues with travel documents or other reasons), at least one member of team management (preferably two) must remain with the minor until alternate arrangements have been made. Such alternate arrangements may be to pass off responsibility to the parents or guardian, or their designate; or to other individuals with the hosting organization (subject to the consent of parents and guardians and with appropriate screening in place).

5. Reporting and sanctions

5.1: Any incidents that fall under the areas covered by the Cricket Alberta harassment policy will be dealt with using the procedures of that policy. Any activity that is clearly illegal should be reported to the appropriate authorities immediately.

5.2: Any incidents that do not trigger the harassment policy but clearly contravene the guidelines of this policy (i.e. coaches not abiding by the Rule of 2, inappropriate rooming arrangements etc.) should be reported immediately to the General Manager or to any board member. Reports can be made by players, other team or coaching staff, parents, or other observers. In the case of minors reporting these incidents, strict confidentiality will be maintained.

5.3: Contraventions of this policy will be dealt with under the Cricket Alberta Disciplinary Policy. As guidelines it is suggested that the following provisions would apply:-

- Coaches and managers who have contravened the Rule of Two protocol or other provisions once or twice will be warned of their behaviour and put on probation.
- Repeated violations of the Rule of Two protocol or other provisions, or any incident involving drugs or alcohol will mean that the individual will not be appointed to any supervisory role in Cricket Alberta events for at least two years, and then only after completing appropriate training.

5.4: Other incidents will be treated on their merits but any issues directly impacting minors will be considered serious, and may result in long-term or permanent bans from undertaking such roles for Cricket Alberta.