



## POLICY AND PROCEDURES

### S 005: Safe Sport Policy

---

**GOAL:** This policy outlines the requirements to ensure a safe sport environment within Cycling BC staffed activities. These include athlete projects, Cycling BC-led programs, and sanctioned races.

#### PRINCIPLES

1. Cycling BC believes everyone is entitled to participate in a safe and inclusive environment. Proper protocols, education and screening practices must be in place to ensure this environment is maintained.
2. Cycling BC will ensure that all individuals working within Cycling BC activities are educated on what constitutes a safe sport environment.
3. Any individual working within Cycling BC activities must meet the requirements associated with their roles and responsibilities as outlined in the Cycling BC Screening Policy (S 050: Screening).

**FIELD OF APPLICATION:** This Policy applies to Staff participating in Cycling BC activities, including, but not limited to, events, training sessions and competitions, conferences, and travel associated with Cycling BC business.

#### DEFINITIONS

**Staff:** An individual recognized by Cycling BC operating under the direction of Cycling BC in a full-time, part-time, term, contract, or volunteer capacity.

**Safe Sport Personnel Registry:** A record of individuals who have completed the Safe Sport education and screening components defined in this policy and Cycling BC's Screening Policy.

**PIA: A Person in Authority (PIA):** any person who holds a position of trust or authority over an athlete according to the role assigned by Cycling BC or a Cycling BC decision maker. PIAs include but are not limited to coaches, Staff, third-party service providers and volunteers.

#### POLICY STATEMENT

Cycling BC will ensure a safe sport environment where appropriate protocols, education and screening are followed and completed.

To be part of Cycling BC's safe sport environment, all Staff must meet the requirements and protocols set out in this policy.

#### PROTOCOLS

Cycling BC follows these protocols, which are intended to promote safe sport and greater welfare for all athletes:

1. [The BC Universal Code of Conduct](#)
2. [The UCCMS](#)
3. [Cycling BC Code of Conduct](#)
4. [Responsible Coaching Movement:](#)



## POLICY AND PROCEDURES

- a. Rule of Two (observing one PIA is the same gender as the athlete)
  - b. Ethics training
  - c. Background Screening
5. Protocol for identifying staff eligibility to participate in Cycling BC activities if listed on the Safe Sport Personnel Registry
  6. Protocol for managing head injuries and concussions
  7. Protocols for supporting and monitoring physical and mental health and nutrition and eating behaviours
  8. Protocols for injury prevention, management, and return-to-play
  9. Protocols for managing critical incidents

**Education:** Education surrounding all components of safe sport is critical and must be adhered to at all levels. Below is a list of educational components that will be required as appropriate to an individual's organizational role, as outlined in the appendix to this policy:

1. Recognized ethics training
2. Recognized respect in sport training (to identify and respond to abuse, neglect, harassment, and bullying)
3. Recognized concussion education
4. Recognized training on how to identify and respond to maltreatment, power imbalance and grooming
5. Recognized nutrition education
6. Recognized First Aid and CPR training

**Screening:** Each staff member's level of interaction with athletes will determine their level of risk and corresponding screening requirements as set out in Cycling BC's Screening Policy.

All applicable screening requirements must be completed before being approved as Staff to participate in any Cycling BC activity.

**Monitoring Compliance:** Cycling BC will be responsible for monitoring and ensuring that all PIAs participating in any Cycling BC activity have met the requirements. It is the responsibility of the individual to complete all requirements in a timely and truthful fashion. Cycling BC will circulate reminders before participation regarding the protocols to be followed.

Individuals who have completed all requirements will be added to the Safe Sport Personnel Registry and are therefore eligible to be approved to participate as a PIA in Cycling BC activities.



## POLICY AND PROCEDURES

**Reporting Safe Sport Policy Breaches:** Anyone who observes a breach of this Safe Sport Policy is required to report it. They may file a formal complaint under either the Complaints and Discipline Policy or the Whistleblower Policy, depending on the severity of the failure to comply and their wish for privacy.

**Date Reviewed:** May 2023

**Date approved:** August 2023