



ALPINE ONTARIO ALPIN POLICIES WRITTEN MARCH 2018

4.0 INCLUSION POLICY

Policy Objective:

AOA is committed to creating an inclusive environment for all its athletes that is free of harassment and discrimination. AOA recognizes that it is a community of all demographics, whereas members of all ages, genders, races, abilities, etc. are treated with respect and given equal access in the sport.

Definitions

Harassment refers to anyone doing or saying something that makes another person or groups of people feel unsafe or uncomfortable. Some examples include: threats, inappropriate jokes, insulting movements, constantly asking someone out on a date, repeatedly asking personal questions after someone has said they don't want to answer, touching someone with-out asking, physical or sexual assault.

Discrimination is anyone doing something that has a negative effect on a person or group of people because of such things as the way they look, talk, their religion, gender, disability, record of offences, sexual identity and/or situation.

Application of Policy:

AOA will strive to provide an environment free of discrimination and harassment by taking the following steps, among others:

5.1 **Criteria** – Discrimination and harassment are not allowed at AOA. Staff, board members, volunteers, and participants will always work to make sure it does not happen. Said individuals will take the appropriate steps to make sure that people feel safe at AOA and that everyone is treated equally. Any person feeling harassed or discriminated against or has witnessed harassment or discrimination has the right to make a complaint. It is important that people report any harassment or discrimination as soon as possible.

5.2 **Communication** – All employees, members of the board, volunteers and student placements will read and be aware of the inclusion policy.

5.3 **Training** – Training and public education focussed on anti-discrimination topics will be provided on a regular basis for employees, board members, and volunteers.

5.4 **Programs and Services** - AOA will seek to empower participants by promoting a greater awareness and understanding of society's inequities and creating strategies to ensure a safe environment. AOA will promote activities that draw on the strengths and knowledge of diverse communities. AOA will actively participate in anti-discrimination work in the community through public education, advocacy, and coalition work. Program evaluation will work towards identifying and removing discriminatory barriers.

5.5 **Policy review** – The policy will be reviewed from time to time by the staff and board as appropriate. Such review will include evaluating the effectiveness of the policy and making recommendations about its continuing implementation and promotion.

Steps to making a Complaint

Note: all the people involved, whether it is the person being harassed, the harasser, friends, support people or staff, will keep everything as confidential as possible. This procedure does not affect an individual's right to file a complaint with the Ontario Human Rights Commission.

Step 1-

Ask the person(s) who is bothering you to stop whatever it is they are doing. Tell them it makes you feel uncomfortable. Tell them about the Anti-discrimination policy. If you don't feel comfortable talking to them alone, ask a friend or staff member to go with you.

Depending on the severity of the action, the person(s) should be given some time to stop whatever it is they are doing.

Step 2-

If you see someone being harassed or discriminated against, talk to a staff person right away.

Step 3-

If they are still making you feel uncomfortable, then you should make a complain to the Executive Director. Write down what has happened as soon as possible.

Step 4-

When the Executive Director gets a complaint he/she will meet with the board and start an investigation. They will meet with everyone involved and try to figure out a solution to the problem. At the meetings you can have a friend come with you for support.

Step 5-

If after two weeks everyone cannot decide on a way to resolve the matter, then the issue will go to the board of directors. The board of directors will then decide on how to deal with the situation.

Step 6-

If the Harassment/discrimination involves a staff member of AOA, please talk to the Executive Director as soon as possible. If the incident involves the Executive Director, please talk to the board.