



CANOE KAYAK  
**ONTARIO**  
SPRINT

## **Canoe Kayak Ontario (CKO) Sprint Person in Authority (PIA) Guidelines**

### Introduction

CKO Sprint's PIA Guidelines were developed using Ontario Volleyball Association's (OVA) Person in Authority (PIA) Code of Conduct policy. We would like to thank OVA for their tremendous work in the area of Safesport.

Coaches play a vital role in shaping youth through sport. CKO Sprint relies on them and other persons in authority to be role models and to assist young athletes on the path to success. The dynamic between coaches and athletes provides an opportunity for a rise in power imbalance and a culture of unquestioned trust that can result in abuse. As such, it is imperative that all persons in positions of authority be held to a high standard of conduct. Abuse in sport, including harassment, sexual abuse and the grooming behaviour that precedes it destroys the positive impact of sport and causes untold harm to victims and those around them. Consequently, CKO Sprint has a strong obligation to establish and maintain systems that prevent abuse and respond to conduct that poses risk to CKO Sprint athletes.

### Purpose of the Guidelines

CKO Sprint values the safety, rights and well-being of our athletes and their families. It is the responsibility of CKO Sprint coaches, volunteers and staff members to participate in the effort to create a safe environment for all CKO Sprint participants.

The PIA Guidelines are intended to protect CKO Sprint participants from abuse. It provides guidelines for conduct that are consistent with the development of healthy relationships between adult persons in authority and youth sport participants. The guidelines provide behaviour guideposts that identify inappropriate or concerning behaviour at an early stage to help better protect athletes and coaches.

### Definitions

1. Persons in authority (PIA) – includes any person who holds a position of trust or authority over an athlete pursuant to the role assigned to them by CKO Sprint or recognised by CKO Sprint. PIA's include but are not limited to coaches, managers, officials, staff, administrators, volunteers, directors and third-party service providers.
2. Athlete – is any CKO Sprint member under the age of 18 years or any person participating in a CKO Sprint activity.
3. CKO Sprint Decision Maker – a person who is authorized to decide on behalf of CKO Sprint.

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Providing programs that are Athlete centered, Coach/Club led and PSO supported.  
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4. Inappropriate behaviour – includes conduct by a PIA toward an athlete that involves any form of harassment, sexualized interaction or that constitutes a boundary violation or is associated with Grooming behaviour.
5. Grooming – a slow gradual and escalating process of building comfort and trust with a young person that is often very difficult to recognize. The process allows for inappropriate conduct to become normalized. Behaviour that presents risks often begins by breaking boundaries with children and adolescents. Boundary violations can occur when the adult places his/her needs above the needs of the young person and gains personally or professionally at the young person's expense.
6. A child in need of protection – any athlete under the age of 18-year-old whose life, health or emotional well-being is endangered by the act or omission of any person.

### Application of these Guidelines

These guidelines apply to conduct that may arise during the course of CKO Sprint business activities and events, including but not limited to competitions, practices, training camps, travel and any meetings of CKO Sprint.

These guidelines also apply to the conduct of PIA's that may occur outside of CKO Sprint's business when such conduct adversely affects relationships within CKO Sprint or is detrimental to the image and reputation of CKO Sprint.

Behaviour referred to in these Guidelines includes:

1. One-time or continuous behaviour
2. Conduct directed at an individual or group
3. Conduct that was without intent to abuse power or trust
4. Conduct that was without intent to harass or discriminate

There is no time limitation on the period to report a breach of these guidelines as long as the parties meet the definitions of a PIA and an Athlete at the time of the conduct in issue.

### Obligations of Persons in Authority

1. All PIA's must comply with these guidelines including reporting requirements;
2. All PIA's must treat athletes with dignity and respect;
3. Rule of Two - Any one-on-one interaction between a PIA and an individual athlete must take place within earshot and view of a second PIA. If possible one of the PIA's should be the same gender as the athlete. If a PIA is not available, another screened volunteer, parent or adult can be recruited. An exception is made for medical emergencies;
4. Importance of maintaining boundaries - All PIA's must establish, respect and maintain appropriate boundaries with athletes.



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### Prohibited Behaviour by Persons in Authority

A PIA must not engage in inappropriate behaviour or grooming behaviour. In assessing whether behaviour is inappropriate one should consider whether the behaviour would raise concerns in the mind of a reasonable observer. The behaviour may also be assessed by determining whose needs are being met (the athlete or the PIA) and what objective appears to be guiding the interaction.

Grooming Conduct Specifically Prohibited – A PIA shall not engage in the following:

1. Nudity or exposure of genitals in the presence of an athlete;
2. Sexually oriented conversation or discussions about personal sexual activities;
3. Spending time alone with an individual athlete outside of team activities;
4. Excessive gift-giving to an individual athlete;
5. Socially isolating an athlete;
6. Restricting an athlete's privacy;
7. Providing drugs, alcohol or tobacco to an athlete;
8. Becoming overly-involved in an athlete's personal life;
9. Making sexual or discriminatory jokes or comments to an athlete;
10. Displaying material of a sexual nature in the presence of an athlete;
11. Mocking or threatening an athlete.

Physical Contact Specifically Prohibited – A PIA shall not engage in the following:

1. Physical contact that does not take place in public;
2. Physical contact that is not for the benefit of the athlete;
3. Lingering or repeated embraces with an athlete;
4. Having an athlete sit on the lap of a PIA or making such a request;
5. Cuddling or prolonged physical contact with an athlete;
6. Butt-pats, tickling, wrestling or horseplay with one or more athletes;
7. Continued physical contact that makes the athlete uncomfortable whether expressed or not;
8. Physical contact that an athlete has specifically requested not occur. All PIA's must ask the athlete if they can make physical contact and be given permission before doing so.

Harassment and Discrimination Prohibited – A PIA shall not engage or participate in the following:

1. Hitting, pushing, punching, beating, biting, striking, kicking choking, slapping or purposely injuring an athlete;
2. Displaying offensive materials, gestures or symbols to an athlete;
3. Negative or disparaging comments about an athlete's disability, ethnicity, religion, race, sexual orientation, gender, gender expression or gender identity;
4. Withholding or reducing competitive opportunities to an athlete based on non-performance objectives;



5. Overlooking hazing or other activity that is humiliating, degrading, abusive or dangerous to an athlete.

Mandatory Communication Protocol for Persons in Authority – All persons in authority must comply with the following protocol when communicating with athletes:

1. Group messages, group emails or team pages are to be used as the regular method of communication between PIA's and athletes;
2. PIA's may only have phone conversations, send personal texts, direct messages on social media or emails to individual athletes when necessary and only for the purpose of communicating information related to team issues and activities;
3. The content of all electronic communication between PIA's and athletes must be professional in tone and for the purpose of communicating information related to team issues or activities;
4. All communication between PIA's and athletes must be between 6 am and 10 pm unless extenuating circumstances exist;
5. No communication concerning drugs or alcohol use (unless regarding its prohibition) is permitted between PIA's and athletes;
6. No sexually explicit language or sexually oriented conversation is permitted between PIA's and athletes;
7. PIA's are not permitted to request athletes to keep a secret for them;
8. PIA's may not send inappropriate or sexually explicit pictures or videos to athletes.

Mandatory Travel Protocol for Persons in Authority – All persons in authority must comply with the following protocol concerning transporting and traveling with athletes:

1. No PIA shall drive an athlete alone unless the PIA is the parent/caregiver of the athlete;
2. A PIA may not share a room with an athlete unless the PIA is that athlete's parent/caregiver;
3. A PIA may not be alone in a hotel room with an athlete unless that PIA is that athlete's parent/caregiver;
4. A PIA may not be in athlete's hotel rooms unless required in the act of carrying out CKO Sprint duties. In such circumstances, the Rule of Two applies;
5. Athletes are not permitted in a PIA's hotel room unless that PIA is the athlete's parent/caregiver or permission to do so have been provided by the athlete's parent/caregiver.

## Reporting Requirements

All PIA's have a duty to report allegations or suspicions regarding inappropriate behaviour to Canoe Kayak Canada according to their Safesport policies.



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Conduct that violates CKC's Safesport policies will be subject to prescribed disciplinary action.

A person that learns of a "child in need of protection" must report to a Children's Aid Society or CKO Sprint Decision Maker under the Ontario Child Youth Family Services Act. This legal obligation includes situations where a person becomes aware of the sexual abuse or exploitation of a child at the hands of a person having charge of the child.