



Calabogie Peaks Freestyle Club Inc.



October 2016

Calabogie Peaks Freestyle Club Anti-Harassment and Discrimination Policy

Calabogie Peaks Freestyle Club is committed to fostering a harassment-free environment where all members of the club are treated with respect and dignity.

Definitions:

1. **Harassment** is anyone doing or saying something that makes another person or group 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 without asking, physical or sexual assault.
2. **Discrimination** is anyone doing something that has a negative effect on a person or group of people because of such things as their physical appearance, religious beliefs, gender, disability, record of offences, sexual identity and/or situation.

Philosophy

3. Everyone who comes to Calabogie Peaks Freestyle Club has the right to feel safe and free from discrimination and harassment.
4. Discrimination and harassment are not allowed at Calabogie Peaks Freestyle Club. Staff, Board Members, volunteers and participants will always work to make sure it does not happen and if it does, action will be taken as quickly as possible.
5. Staff, volunteers, board members and participants will make sure that people feel safe at Calabogie Peaks Freestyle Club and that everyone is treated equally. This is also expected from people who use the programs.
6. These rules are for everyone, including staff, volunteers, board members and people using the programs.
7. 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.

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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.)*

8. 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.
9. If you see someone being harassed or discriminated against, talk to a staff person right away.
10. If they are still making you feel uncomfortable, then you should make a complaint to the President. Write down what has happened as soon as possible.
11. When the President 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.
12. 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.
13. If the Harassment/discrimination involves a staff member of Calabogie Peaks Freestyle Club, please talk to the President as soon as possible. If the incident involves the President, please talk to the board.

Policy Implementation

14. Calabogie Peaks Freestyle Club will strive to provide an environment free of discrimination and harassment by taking the following steps, among others:
 - a. **Communication** – All employees, members of the board, volunteers and student placements will read and be aware of the Anti-Discrimination/Harassment Policy,
 - b. **Training** – Training and public education focused on anti-discrimination topics will be provided on a regular basis for employees, board members, and volunteers.
 - c. **Programs and Services** – Calabogie Peaks Freestyle Club will seek to empower participants by promoting a greater awareness and understanding of society's inequities and creating strategies to ensure a safe environment. Calabogie Peaks



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Freestyle Club will promote activities that draw on the strengths and knowledge of diverse communities. Calabogie Peaks Freestyle Club 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.

- d. **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.