**Tier 3 - Education and Awareness Policy**

*Note that all capitalized terms in this document refer to defined terms in the Implementation Guide.*

1. **Approval Date**

This policy was approved by [INSERT NAME OF APPROVING PERSON/BODY] on [INSERT DATE]. To ensure currency, relevancy, and accountability, this policy shall be reviewed [annually or once every two years].

1. **Purpose**
	1. All *Participants* of [INSERT NAME OF SPORT ORGANIZATION] have the reasonable expectation to be in environments where they are treated with dignity and respect, and free from all forms of *Maltreatment* and *Discrimination*. *Maltreatment* and *Discrimination*, in all its forms, is a serious issue that undermines the health, well-being, performance and security of individuals, communities, and society.

Thus, this policy sets in place a culture of education and awareness towards understanding *Maltreatment* and *Discrimination*, committed to advancing a respectful sporting environment for all *Participants*. This policy outlines established practices which support the education, prevention, and awareness of *Maltreatment* and *Discrimination*.

By having this policy in place, [INSERT NAME OF SPORT ORGANIZATION] strives to ensure all *Participants* in a position of trust or authority:

* + 1. Have learned about *Maltreatment* and *Discrimination*;
		2. Are proactively preventing *Maltreatment* and *Discrimination* from occurring;
		3. Are responding to *Maltreatment* and *Discrimination* when incidents occur; and
		4. Are ensuring that *Participants* can identify acts or concerns of *Maltreatment* and *Discrimination*.
	1. By establishing the Education and Awareness Policy, [INSERT NAME OF SPORT ORGANIZATION] fulfills its commitment to safeguard *Minors* and *Participants* it serves.

1. **Authority and Scope**
	1. This policy applies to all persons who are involved in the activities of [INSERT NAME OF SPORT ORGANIZATION], particularly all *Participants* who hold a position of trust or authority. This may include, but is not limited to:
		1. Anyone who signed the *Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS)* Pledge;
		2. Anyone in a position of employment, volunteering, or serves on the Board, with [INSERT NAME OF SPORT ORGANIZATION];
		3. Anyone aged 19 or older in a working relationship with [INSERT NAME OF SPORT ORGANIZATION];
		4. Parents, legal guardians, and caregivers of *Minor* athletes or *Vulnerable Participants* who participate in sport with [INSERT NAME OF SPORT ORGANIZATION];
		5. Any person contracted, subcontracted, or are third-party providers of [INSERT NAME OF SPORT ORGANIZATION] or teams of [INSERT NAME OF SPORT ORGANIZATION] including, but not limited to, athletic trainers, dieticians, and counselors; and
		6. Anyone participating in other capacities such as, but not limited to an athlete, a coach or an official, with [INSERT NAME OF SPORT ORGANIZATION].
	2. Under the *UCCMS, Minor Participants* are defined as individuals who are under the age of 19 years old. It is at all times the responsibility of the adult *Participant* to know the age of a *Minor*.
2. **Interpretation**

This policy supplements and should be read in alignment with [INSERT NAME OF SPORT ORGANIZATION]’s by-laws, policies, procedures, codes of conduct, including the *UCCMS*, as well as applicable law.

1. **Mandatory Safe Sport Education and/or Training**
	1. All *Participants* in a position of trust or authority are required to complete [X] hours of safe sport *Education* and/or *Training* on an annual basis. For a list of accredited safe sport *Education* and/or *Training*, please visit the [Abuse-Free Sport Education Library](https://www.crdsc-sdrcc.ca/eng/safe-sport-education). See Section 7 for more information about the tracking and monitoring of completed *Education* and/or *Training*.
	2. The completion of each *Education* and/or *Training* must be made known to [INSERT NAME OF SPORT ORGANIZATION] for tracking purposes.
2. **Accommodations for Education and/or Training**
	1. **Persons with Disabilities**
		1. Any mandatory safe sport *Education* and/or *Training* must be accessible to all *Participants*, including those with temporary or permanent disabilities.
		2. In the event that an *Education* and/or *Training* is deemed inaccessible, *Participants* should contact the provider of the *Education* and/or *Training*.
	2. **Exemptions**
		1. [INSERT NAME OF SPORT ORGANIZATION] acknowledges that *Education* and/or *Training* may reference physical, psychological, and/or sexual *Maltreatment* towards *Minors*, and that completing a training could cause potential distress.
		2. To reduce the risk of re-traumatization for individuals who have been affected by *Maltreatment* and/or *Discrimination*, an exemption request can be made to [INSERT NAME OF SPORT ORGANIZATION].
		3. Any exemptions from a mandatory safe sport *Education* and/or *Training* requirement does not grant exemption from the *UCCMS* Pledge.
3. **Tracking and Monitoring**
	1. The following section sets out the organizational requirements for [INSERT NAME OF SPORT ORGANIZATION]’s accountability with the Education and Awareness Policy. Once a *Participant* has fulfilled the annual safe sport *Education* and/or *Training* requirement, all subsequent completions will be tracked.
		1. [INSERT NAME OF SPORT ORGANIZATION] shall have a current record of successful completions for all *Participants* required to take a safe sport *Education* and/or *Training* and shall keep it up to date.
		2. [INSERT NAME OF SPORT ORGANIZATION] shall track and document *Participants* in a position of trust or authority who have completed safe sport *Education* and/or *Training* and the *UCCMS* Pledge.
		3. [INSERT NAME OF SPORT ORGANIZATION] shall track and document the names of *Minor* athletes, parents, legal guardians, or caregivers, who have completed safe sport *Education* and/or *Training* and the *UCCMS* Pledge.
		4. [INSERT NAME OF SPORT ORGANIZATION] shall maintain confidential and reasonable documentation and tracking of accommodations or exemptions made for safe sport *Education* and/or *Training*.

1. **Useful Resources**
* [Abuse-Free Sport Education Library](https://www.crdsc-sdrcc.ca/eng/safe-sport-education)
* [Keeping Kids Safe in Sport](https://abuse-free-sport.ca/keeping-kids-safe-in-sport) by the Canadian Centre for Child Protection
* [Universal Code of Conduct to Prevent and Address Maltreatment in Sport](https://cces.ca/sites/default/files/content/docs/2025-01/CCES-UCCMS-Final-E.pdf) (UCCMS) – Version 7.0
* UCCMS Pledge (Appendix A of the Implementation Guide)