



POLICY NO. 13	POLICY TITLE: Harassment Policy
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Policy 13- Harassment Policy

Purpose

To set clear expectations of all volunteers, coaches and participants involved with HCSA. Everyone is expected to refrain from any behaviour that offends or humiliates another person as HCSA games and events are expected to be a safe space for everyone.

Scope and Application of this Policy

This policy applies to all individuals involved with HCSA. This includes players, participants, volunteers, coaches, board members, spectators and support staff. It applies to all activities, events, online spaces, and communications associated with HCSA

Defining Key Terms

Bullying

When someone uses their power—physical, social, emotional, or digital—to intentionally and repeatedly harm, intimidate or exclude another person

Harassment

Harassment is any unwanted behavior, comment, or action that demeans, threatens or intimidates another person, or that creates an unsafe or hostile environment. Harassment can be verbal, physical, visual, or online, and may be intentional or unintentional

Abuse

Abuse is the act of improper treatment of a person and can be physical, emotional, sexual, or verbal.

HCSA has a zero-tolerance policy for bullying, harassment, and abuse in any form. All participants, volunteers and families share responsibility for upholding this standard at every program or event

Reporting

There are many different ways we recommend you report this issue. First, if you are comfortable speaking with the person, tell them their behavior isn't okay. Keep it calm. Sometimes people genuinely don't realize they're crossing a line. If it continues, or if it feels unsafe—walk away and speak up. Tell someone you trust: a coach, a parent, a board member. We take this seriously. We'll take it from there; your privacy will be respected.

Responding to Reports

The Board (or designated subcommittee) will review the concern promptly and confidentially.

If a board member is involved in the report, they will be excluded from the discussion or decision-making process

The Board may speak with the person who made the report, the person alleged to have caused harm, and any witnesses to fully understand the situation

If the situation involves potential criminal activity or child protection concerns, HCSA will contact the appropriate external authorities

The Board will Determine next steps and communicate outcomes as appropriate, maintaining privacy for all parties

Consequences

Depending on the nature and severity of the behaviour, actions may include:

- a verbal or written warning
- temporary suspension from participation or volunteer duties
- permanent removal from HCSA activities or positions
- referral to external authorities or legal consequences for serious cases

Approved by Board, Nov12, 2025