

Safe Sport Adoption Policy

of the Coast Sirens Artistic Swimming Club

Policy Number	SSP-001
Version	1.0
Adopted by	Board Resolution
Adoption date	May 14 th , 2026
Review cycle	Annually, and whenever BCAS/CAS update upstream policy
Owner	Board of Directors

1. Purpose

Coast Sirens Artistic Swimming Club (the "Society" or "CSAS") is committed to providing a safe, inclusive, and respectful sport environment for athletes, coaches, officials, volunteers, Parents, and all others involved in its programs. This Policy sets out how the Society complies with Safe Sport obligations under its affiliations with BC Artistic Swimming (BCAS) and Canada Artistic Swimming (CAS), and with the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS).

2. Adoption by Reference

The Society hereby adopts, as if set out in full in the governance of the Society, the following documents, as amended or replaced from time to time by the authoring bodies:

- BC Artistic Swimming Safe Sport Policy (and any supporting BCAS policies on Discipline and Complaints, Appeals, Conflict of Interest, and Screening).
- Canada Artistic Swimming Code of Conduct and Ethics (and any supporting CAS Safe Sport policies).
- The Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS), including the standards enforced by the Office of the Sport Integrity Commissioner (OSIC).

In the event of any inconsistency between this Policy and a document adopted by reference, the adopted document prevails to the extent of the inconsistency.

3. Scope

This Policy applies to all "Participants" in the Society's programs, meaning athletes, coaches, officials, volunteers, Parents of minor athletes, Directors, officers, employees, contractors, and any other individuals operating under the Society's authority.

4. Safe Sport Contact

4.1 Designation. The Board will designate, by Board Resolution, a Safe Sport Contact for the Society. The Safe Sport Contact may be a Director, officer, or independent individual. Where practical, the Safe Sport Contact will not be the Head Coach and will not be a person with a supervisory relationship to coaches or athletes.

4.2 Role. The Safe Sport Contact receives concerns and reports, provides information about options and resources (including the Society's Code of Conduct, BCAS processes, and OSIC), triages reports to the appropriate pathway, and supports confidentiality.

4.3 Publication. The name and contact information of the Safe Sport Contact will be published on the Society's website, registration materials, and pool-deck postings.

5. Reporting Pathways

A person who believes that maltreatment, harassment, discrimination, or other Safe Sport violations have occurred in connection with the Society's programs may:

- (a) Report to the Society's Safe Sport Contact;
- (b) Report directly to BCAS under its Safe Sport Policy;
- (c) Report to the Office of the Sport Integrity Commissioner (OSIC) if the matter falls within OSIC's jurisdiction under the UCCMS;
- (d) Where a child is at risk of harm, report to the Ministry of Children and Family Development or local police in accordance with the duty to report under the Child, Family and Community Service Act (British Columbia);
- (e) Where a crime has been committed or is suspected, report to the police.

6. Rule of Two

The Society applies the Rule of Two: a coach must not be alone one-on-one with a minor athlete in a situation that is not observable or interruptible by another screened adult. This includes change rooms, vehicles, pool-deck meetings, online communications, and accommodations on travel.

7. Screening

Coach and volunteer screening is operationalized in the Programs Policy, Sections 6 and 7, and is consistent with the screening expectations set out in the BCAS and CAS Safe Sport frameworks.

8. Education and Training

All coaches must hold current Safe Sport training as required by BCAS. All Parents of minor athletes must complete Respect in Sport for Parents (or an equivalent course recognized by BCAS) before the end of the Parent's first membership year and must maintain current certification thereafter. Directors and officers must complete Safe Sport training appropriate to governance roles within 6 months of taking office.

9. Non-Retaliation

The Society will not tolerate retaliation, reprisal, or adverse treatment of any person who reports a Safe Sport concern in good faith, cooperates with an investigation, or exercises rights under this Policy. Retaliation is itself a violation of this Policy and may result in discipline, including expulsion from membership under Bylaw 2.13.

10. Review

This Policy will be reviewed by the Board at least annually, and immediately upon notification that BCAS, CAS, or the federal Safe Sport framework has updated its upstream policy.