

Code of Conduct, Harassment & Ethics

Violence Prevention Policy

PURPOSE

The purpose of the Code is to ensure a safe and positive environment at the Huntsville Curling Club and all of its activities and events by making workers, members & guests aware that it is an expectation, at all times of appropriate behavior. This behavior is consistent with the values of the Huntsville Curling Club. Further the Huntsville Curling Club stresses fairness, honesty, equal opportunity, prohibits discriminatory practices and is committed to providing an environment in which all individuals are treated with respect.

DEFINITIONS

The following terms have these meanings in this Code:

'Worker' – a person who performs work or supplies services for monetary compensation and such other persons as may be prescribed who perform work or services to an employer for no monetary compensation (OHSA)

Workplace – means the Huntsville Curling Club building and land

"HCC" – refers to the Huntsville Curling Club

"Member" – refers to all categories of membership including Board of Directors, Committee members, as well as individuals employed by the HCC or engaged in activities with the HCC including but not limited to volunteers, coaches, spectators at events, parents/guardians of athletes and guests.

"Conduct & Ethics" – refers to members acting with fairness, honesty, integrity and openness; respect the opinions of others and treat all with equality and dignity without regard to gender, race, colour, creed, ancestry, place of origin, political beliefs, religion, marital status, disability, age, or sexual orientation

"Harassment" – refers to *workplace harassment* and will not be tolerated from any worker or member in the workplace and including any person (*customers, clients, other employers, as applicable*).

Violence – refers to *workplace violence* and will not be tolerated from any worker or member in the workplace and including any person (*customers, clients, other employers, as applicable*).

WORKPLACE VIOLENCE

Means (a) the exercise of physical force by a person against a worker or member at the HCC that causes or could cause physical injury to the worker or member (b) an attempt to exercise physical force against a worker or member at the HCC that cause physical injury to the worker or member (c) a statement or behavior this it is reasonable for a worker or member to interpret a threat to exercise force against the worker or member that could cause injury to the worker or member

HARASSMENT

Means engaging in a course of vexatious comment or conduct against a worker or member in a workplace that is known or ought reasonably to be known to be unwelcome. Workplace sexual harassment means:

1. engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
2. making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome;

Reasonable action taken by the HCC Board of Directors relating to the management and direction of members at the HCC is not workplace harassment.

REPORTING

Members are encouraged to report any incidents of workplace harassment or workplace violence to the appropriate person. The incident will be recorded on the HCC Incident Report Form.

Board of Directors will investigate and deal with all complaints or incidents of workplace harassment and workplace violence in a fair, respectful and timely manner as per the HCC Compliant Investigation Policy. Information provided about an incident or about a complaint will not be disclosed except as necessary to protect workers, to investigate the complaint or incident, to take corrective action or as otherwise required by law.

RESPONSIBILITY

Members and workers of the HCC are expected to adhere to this Code and Policy and will be held responsible by the Board of Directors for not following it. Members are not to be penalized or disciplined for reporting an incident or for participating in an investigation involving workplace harassment.

If a member needs further assistance, he or she may contact **a member of the Board of Directors or a health and safety representative.**