



Safe Sport Policy

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1. GOAL

1.1. The goal of this policy is to outline the requirements to ensure a safe sport environment within Alberta Bicycle activities.

2. PRINCIPLES

2.1. Alberta Bicycle believes that everyone is entitled to participate in a safe and inclusive environment. Proper protocols, education and screening practices must be in place to ensure this environment is maintained.

2.2. All individuals will be educated on what constitutes a safe sport environment and be confident that any individual working within Alberta Bicycle activities is educated and screened at a level appropriate to their roles and responsibilities.

2.3. Any individual working within Alberta Bicycle activities will be required to meet the requirements associated with their roles and responsibilities as outlined in the appendix to this policy.

3. FIELD OF APPLICATION

3.1. This Policy applies to Staff taking part in Alberta Bicycle activities including, but not limited to, events, training sessions and competitions, conferences, and travel associated with Alberta Bicycle business.

4. DEFINITIONS

4.1. Staff: An individual recognized by Alberta Bicycle operating in a full-time, part-time, term, contract, or volunteer capacity

4.2. Safe Sport Personnel Registry: A record of individuals who have completed components of the safe sport education and screening defined in this policy and Alberta Bicycle's Screening Policy.

4.3. PIA: A Person in Authority (PIA) includes any person who holds a position of trust or authority over an athlete pursuant to the role assigned to them by Alberta Bicycle or an Alberta Bicycle decision maker. PIAs include but are not limited to coaches, Staff, Commissaires, third party service providers and volunteers.

5. POLICY STATEMENT

5.1. Alberta Bicycle will ensure a safe sport environment where appropriate protocols, education and screening are adhered to and completed.

5.2. In order to be part of Alberta Bicycle's safe sport environment, all Staff must meet the requirements and protocols set out in this policy.

6. PROVISIONS

6.1. Protocols

6.1.1. Alberta Bicycle follows these protocols, which are intended to promote safe sport and greater welfare for all athletes:

- a) Alberta Bicycle Code of Conduct
- b) Responsible Coaching Movement,
 - i. Rule of Two (observing one PIA is the same gender as the athlete)
 - ii. Ethics training
 - iii. Background Screening
- c) Protocol for identifying Staff eligibility to participate in ALBERTA BICYCLE activities if listed on the Safe Sport Personnel Registry,
- d) Protocol for managing head injuries and concussions,
- f) Protocols for injury prevention, management, and return-to-play,
- g) Protocols for managing critical incidents.

6.2. Education

6.2.1. Education surrounding all components of safe sport is critical and must be adhered to at all levels. Below is a list of educational components that will be required as appropriate to an individual's organizational role, as outlined in the appendix to this policy:

- a) Recognized ethics training,
- b) Recognized respect in sport training (to identify and respond to abuse, neglect, harassment, and bullying),
- c) Recognized concussion education,
- d) Recognized training on how to identify and respond to maltreatment, power imbalance and grooming,

e) Recognized First Aid and CPR training.

6.3. Screening

6.3.1. Each individual's level of interaction with athletes will determine their level of risk and corresponding screening requirements as set out in Alberta Bicycle's Screening Policy

6.3.2. All applicable screening requirements must be completed prior to being approved as Staff to participate in any Alberta Bicycle activity.

6.4. Monitoring Compliance

6.4.1. Alberta Bicycle will be responsible for monitoring and ensuring that any individual participating in any Alberta Bicycle activity has met the requirements. It is the responsibility of the individual to complete all requirements in a timely and truthful fashion. Alberta Bicycle will circulate reminders prior to participation regarding the protocols to be followed.

6.4.2. Individuals who have completed all requirements will be added to the Safe Sport Personnel Registry and are therefore eligible to be approved to participate in Alberta Bicycle activities.

6.5. Reporting Safe Sport Policy Breaches

6.5.1. Anyone who observes a breach of this Safe Sport Policy is required to report it. They may file a formal complaint to Alberta Bicycle under either the Complaints and Discipline Policy or the Cycling Canada Whistleblower Policy, depending on the severity of the failure to comply and their wish for privacy.

7. REVIEW AND APPROVAL

Reviewed and approved March 14, 2022.

Appendix A – Alberta Bicycle Safe Sport Protocols –

Alberta Bicycle follows the following protocols, which are intended to promote safe sport and result in greater welfare for all athletes:

The Responsible Coaching Movement developed by Coaching Association of Canada outlines best practices for ensuring the safety and health of all participants in sport. Appropriate background screening and ethics training are the first steps to being a responsible coach. Also, the Rule of Two must be exercised at all times. The Rule of Two aims to ensure that all interactions and communications with athletes are open, observable and justifiable. Its purpose is to protect athletes and coaches in potentially vulnerable situations by requiring that more than one screened adult is always present. A PIA is never alone and out of sight with an athlete without another screened coach or screened adult (parent, volunteer or staff) present. One of the screened PIAs should be the same gender as the athlete. The Rule of Two also applies to virtual settings.

Identifying Staff eligibility Protocol ensures that only individuals who are compliant with the safe sport education and training requirements and ALBERTA BICYCLE Screening Policy will be approved to participate in CC activities. All individuals who are eligible will be recorded on the Safe Sport Personnel Registry.

CC Head Injury/Concussion Protocol outlines detailed steps to be followed when any individual is suspected to have sustained a head trauma. It also defines a clear multi-step pathway for returning to cycling and can be found on the ALBERTA BICYCLE athlete resources webpage here: [ALBERTA BICYCLE-Safe Sport](#)

Critical incident protocol is a step-by-step procedure list determined prior to any ALBERTA BICYCLE activity. It outlines necessary steps to address a situation if an accident occurs and documents the accident and actions taken to ensure appropriate treatment.