



FREESTYLE ALBERTA

DEFINITIONS

The terms defined below shall apply to Freestyle Alberta policies included in this Freestyle Alberta Safe Sport Policy Manual.

1. ***“Affected Party”*** – any Individual or entity, as determined by the Appeal Manager, who may be affected by a decision rendered under the *Appeal Policy* and who may have recourse to an appeal in their own right under the *Appeal Policy*.
2. ***“Appellant”*** – the Party appealing a decision pursuant to the *Appeal Policy*.
3. ***“Appeal Manager”*** – an individual appointed by Freestyle Alberta who may be any staff member, committee member, volunteer, director, or the Freestyle Canada Independent Third Party, to oversee the administration of the *Appeal Policy*. The Appeal Manager’s responsibilities shall include those as described in the *Appeal Policy*.
4. ***“Athlete”*** – includes any Individual who is an Athlete member in Freestyle Alberta for either recreational or competitive purposes.
5. ***“Athlete Support Personnel”*** – Any coach, trainer, manager, agent, team staff, official, medical, paramedical personnel, parent or any other person working with, treating or assisting an Athlete participating in or preparing for sports competition.
6. ***“Board”*** – the Board of Directors of Freestyle Alberta.
7. ***“Club”*** – Any Club registered as such with Freestyle Alberta.
8. ***“Complainant”*** – An Individual who makes a report of an incident, or a suspected incident, of alleged Maltreatment, Prohibited Behaviour or other misconduct that may be a violation of the standards described in Freestyle Canada’s policies, by-laws, rules or regulations, or the UCCMS.
9. ***“Criminal Record Check (CRC)”*** – a search of the RCMP Canadian Police Information Centre (CPIC) system for adult convictions.
10. ***“Days”*** – calendar days²
11. ***“Director of Sanctions and Outcomes”*** – the individual(s) responsible for overseeing the imposition of Provisional Measures, agreed outcomes, Sanctions and appearing before the Safeguarding Tribunal or the Appeal Tribunal in cases arising from a potential breach of the UCCMS (or other conduct rules, as applicable) within the jurisdiction of the OSIC.
12. ***“Discrimination”*** – as defined in the UCCMS and as amended from time to time by the SDRCC.
13. ***“Enhanced Police Information Check (E-PIC)”*** – a Criminal Record Check plus a search of local police information, available from Sterling Backcheck. An E-PIC is also known as a “Criminal record and judicial matters check”.
14. ***“Event”*** – An event sanctioned by Freestyle Alberta, and which may include a social Event.
15. ***“External Discipline Panel”*** - A panel of one or three people appointed to handle the duties of the External Discipline Panel as described in the *Discipline and Complaints Policy*.

² For the purpose of calculating deadlines, the following shall apply: the day of the act is not included in the calculation (i.e., the date of receipt of a decision is not Day 1); instead, the deadline would start on the day following receipt of the decision and would expire at midnight (in the location of the individual seeking to file an appeal) on the last day of the period. If the end date is a Saturday, a Sunday or a legal holiday, the period runs until the next day that is not a Saturday, a Sunday or a legal holiday. For example, if an Individual receives a decision on Thursday December 17, 2020, the 14-day deadline to appeal this decision starts on Friday December 18, 2020 and would expire on Friday January 1, 2021. However, since January 1, 2021 is a legal holiday, January 2, 2021 is a Saturday, and January 3, 2021 is a Sunday, the deadline to appeal would expire at midnight (in the location of the individual seeking to file an appeal) on January 4, 2021.

16. *“Freestyle Canada Independent Third Party”* – the independent individual retained by Freestyle Canada to receive complaints and to fulfill the responsibilities outlined in the *Discipline and Complaints Policy*, *Investigation Policy* and *Appeal Policy*, as applicable.
17. *“Harassment”* – A course of vexatious comment or conduct against an Individual or group, irrespective of whether the comment or conduct occurs in person or via any other media, including social media, which is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:
 - i. Written or verbal abuse, threats, or outbursts;
 - ii. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
 - iii. Racial harassment, which is racial slurs, racial jokes, racial-based name calling, or racially insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
 - iv. Leering or other suggestive or obscene gestures;
 - v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
 - vi. Practical jokes which endanger a person’s safety, or which may negatively affect performance;
 - vii. Hazing, which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity, which does not contribute to any Individual’s positive development, but is required to be accepted as part of a team or group, regardless of the individual’s willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
 - viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
 - ix. Deliberately excluding or socially isolating a person from a group or team;
 - x. Persistent sexual flirtations, advances, requests, or invitations;
 - xi. Physical or sexual assault;
 - xii. Behaviours such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment; and
 - xiii. Retaliation or threats of retaliation against a person who Reports harassment to Freestyle Canada or to a Member.
18. *“Individuals”* – refers to all categories of members and/or registered participants defined in [Freestyle Alberta]’s Bylaws, as well as all people employed by, or engaged in activities with, [Freestyle Alberta], including, but not limited to, Athletes, coaches, conveners, judges, officials, volunteers, managers, administrators, spectators, committee members, directors or officers, and parents/guardians of Athletes.
19. *“Internal Discipline Chair”* – an individual appointed to handle the duties of the Internal Discipline Chair as described in the *Discipline and Complaints Policy*.
20. *“Maltreatment”* – as defined in the UCCMS, and as amended from time to time by the SDRCC
21. *“Member”* – the Divisions of Freestyle Canada, as specified in the Freestyle Canada Bylaws, as amended from time to time, including Freestyle Alberta.
22. *“Minor”* –any Individual who is under the age of majority at the time and in the jurisdiction where the alleged breach has occurred.

*** Minors are considered to be any individual who is under the age of majority in their province/territory. Adult Individuals are responsible for knowing the age of a Minor.

Province/Territory	Age of majority
Alberta, Manitoba, Ontario, Prince Edward Island, Quebec, Saskatchewan	18
British Columbia, New Brunswick, Newfoundland and Labrador, Northwest Territories, Nova Scotia, Nunavut and Yukon	19

23. .
24. "OSIC" – the Office of the Sport Integrity Commissioner, an independent division of the SDRCC which administers the UCCMS as part of the Abuse-Free Sport program and comprises the functions of the Sport Integrity Commissioner.
25. "Parties" – in the context of a complaint under the *Discipline and Complaints Policy*, the Complainant and Respondent; in the context of an appeal under the *Appeal Policy*, the Appellant, Respondent and Affected Party (or Parties).
26. "Person in Authority" – any Individual who holds a position of authority within Freestyle Alberta, including, but not limited to, instructors, officials, managers, Athlete Support Personnel, chaperones, committee members, learning facilitators, coach developers, coach evaluators, judges, and directors or officers.
27. "Provisional Suspension" – means that the Individual is barred temporarily from participating in any capacity in any Event or activity of [Freestyle Alberta] (or, as applicable, Freestyle Canada or other Members), or as otherwise decided pursuant to the *Discipline and Complaint Policy*, prior to the decision rendered in a hearing conducted pursuant to the *Discipline and Complaints Policy*.
28. "Power Imbalance" – as defined in the UCCMS and as amended from time to time by the SDRCC.
29. "Prohibited Behaviour" – as defined in the UCCMS and as amended from time to time by the SDRCC.
30. "Prohibited Method" – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
31. "Prohibited Substance" – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
32. "Reporting (or Report)" – as defined in the UCCMS and as amended from time to time by the SDRCC.
33. "Respondent" – the Party responding to a complaint or investigation; or, in the case of an appeal, the body or organization whose decision is being appealed, or the Individual who was the subject of a decision that is being appealed.
34. "Sexual Harassment" – as defined in the UCCMS and as amended from time to time by the SDRCC.
35. "Social media" – the catch-all term that is applied broadly to computer-mediated communication media such as blogs, YouTube, Facebook, Instagram, Tumblr, Snapchat, Tik-Tok, and Twitter.
36. "SDRCC" – the Sport Dispute Resolution Centre of Canada.
37. "Tampering" – as defined in the Canadian Anti-Doping Program, as amended from time to time by the Canadian Centre for Ethics in Sport.
38. "UCCMS" – the Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC.
39. "UCCMS Participant" - an Individual affiliated with Freestyle Canada who has been designated by Freestyle Canada as a UCCMS Participant and who has signed the required consent form. For Freestyle Canada, UCCMS Participants include Freestyle Canada Board members, employees, national team coaches and staff, national team Athletes (including NextGen Athletes) and contractors.
40. "Vulnerable Participant" – as defined in the UCCMS and as amended from time to time by the SDRCC.
41. "Vulnerable Sector Check (VSC)" – a detailed check that includes a search of the RCMP Canadian Police Information Centre (CPIC) system, local police information, and the Pardoned Sex Offender database.

42. *“Workplace”* – any place where business or work-related activities are conducted. Workplaces include but are not limited to, the registered office(s) or facilities of [Freestyle Alberta], work-related social functions, work assignments outside registered offices, work-related travel, the training and competition environment (wherever located), and work-related conferences or training sessions.
43. *“Workplace Harassment”* – vexatious comment(s) or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:
- i. Bullying;
 - ii. Workplace pranks, vandalism, bullying or hazing;
 - iii. Repeated offensive or intimidating phone calls, text messages or emails;
 - iv. Inappropriate sexual touching, advances, suggestions or requests;
 - v. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
 - vi. Psychological abuse;
 - vii. Excluding or ignoring someone, including persistent exclusion of a person from work-related social gatherings;
 - viii. Deliberately withholding information that would enable a person to do his or her job, perform or train;
 - ix. Sabotaging someone else’s work or performance;
 - x. Gossiping or spreading malicious rumours;
 - xi. Intimidating words or conduct (offensive jokes or innuendos); and
 - xii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.
44. *“Workplace Violence”* – the use of or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:
- Verbal or written threats to attack;
 - Sending or leaving threatening notes, text messages or emails;
 - Physically threatening behaviour such as shaking a fist at someone, pointing, destroying property, or throwing objects;
 - Wielding a weapon in a Workplace;
 - Hitting, pinching or unwanted touching which is not accidental;
 - Dangerous or threatening horseplay;
 - Physical restraint or confinement;
 - Blatant or intentional disregard for the safety or wellbeing of others;
 - Blocking normal movement or physical interference, with or without the use of equipment;
 - Sexual violence; and
 - Any attempt to engage in the type of conduct outlined above.