
West Lincoln Youth Soccer Club

CLUB POLICIES



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Introduction

West Lincoln Youth Soccer Club (WLYSC) strives to provide high-quality soccer programming that promotes player development, enjoyment of the game, and adherence to the standards set by Ontario Soccer, while fostering a positive, inclusive and development focused environment where all players, coaches, and volunteers can thrive.

The purpose of this document is to provide West Lincoln Youth Soccer Club members with a clear understanding of expectations that govern our day-to-day operations at our club.

Definitions

“West Lincoln Youth Soccer Club”: may be referred to herein as WLYSC, 2543 South Grimsby Road Six, Smithville, ON L0R 2A0, or “our Club”

Members: includes those participants who are registered at West Lincoln Youth Soccer Club including coaches, parents, players, team officials, board members, and volunteers.

Team Officials: those designated as Coach, Assistant Coach, Technical Director, Manager, Assistant Manager or volunteering otherwise.

WLYSC, Club house: refers to the club facility including fields located West Lincoln Leisureplex. 2543 South Grimsby Road Six, Smithville, ON L0R 2A0.

Participants: those engaged in play, practice, exhibition, team play or other activity at West Lincoln Youth Soccer Club.

Facility and Equipment Safety

West Lincoln Youth Soccer Club recognizes the importance of maintaining our grounds and facilities for the well-being and safety of all members and participants. Keeping our soccer fields in good condition is a priority to minimize the risk of injuries. We will regularly inspect the playing surfaces to eliminate hazards and report any maintenance needs to the Township of West Lincoln for the Parks and Recreation Team to complete.

If members have concerns regarding the safety of the facilities or specific equipment, they should contact our Director of Soccer Equipment.

Portable Goal Posts

Portable goal posts must be securely anchored using ground stakes. Under no circumstances should children or adults climb, swing on, or play with the goal posts, as they may topple over.



When not in use, portable goal posts will be stored in a safe location.

Parents, guardians, and members are responsible for educating their children and family members about the importance of using goal posts safely and not engaging in unsafe behavior.

Code of Conduct

Coaching and Team Officials:

- Improve the performance of players and the team, both physically and mentally.
- Provide a high-quality soccer program in a positive and supportive environment.
- Foster an atmosphere where players can grow as athletes and individuals.
- Encourage skill development, teamwork, and a love for the game.
- Understand the FIFA laws of the game.
- Stay informed on sound coaching principles and prioritize continued learning.
- Treat all individuals—players, parents, officials, and opponents—with respect.
- Model good sportsmanship, fairness, and honesty in all interactions.
- Ensure players are coached within the laws of the game.
- Promote transparency in all dealings with players and team members.
- Maintain enthusiasm and positivity in all coaching interactions.
- Offer praise when deserved to build confidence and motivation.
- Provide constructive feedback to support players' personal growth.
- Maintain high standards of conduct and fair play.
- Reflect positively on the club and soccer community.
- Never engage in behavior that is offensive or inappropriate with players.
- Do not smoke at any park or when with the team; encourage parents to follow this guideline.
- Create a safe environment where players feel comfortable expressing themselves.
- Prioritize the physical and emotional well-being of all players.
- Address conflicts or concerns respectfully and in a timely manner.
- Foster open communication with players, coaches, and parents.
- Adhere to the rules and regulations of the league and governing bodies.
- Ensure all players and parents understand and follow the rules.
- Attend all scheduled practices and games; communicate absences in advance.
- Set a positive example through behavior on and off the field.
- Celebrate progress and successes, regardless of the outcome.
- Seek opportunities for personal development in coaching and team management.
- Stay informed about best practices in player development and safety.
- Adhere to Canada Soccer Code of Conduct and Ethics



The Player:

- Treat coaches, teammates, opponents, and referees with respect.
- Acknowledge and appreciate the contributions of others on and off the field.
- Play fair and always demonstrate good sportsmanship.
- Win with humility and lose with grace; congratulate opponents after games.
- Support your teammates and work collaboratively to achieve team goals.
- Communicate positively and constructively with one another.
- Give your best effort during practices and games.
- Maintain a positive attitude and encourage others, even during challenging moments.
- Attend practices and games regularly; inform your coach in advance if you cannot attend.
- Be punctual and prepared for all team activities.
- Strive to improve your skills and knowledge of the game.
- Be open to feedback from coaches and teammates.
- Follow the rules of the game and respect the decisions of referees and officials.
- Avoid negative comments about the game, opponents, or referees.
- Embrace diversity and treat all players equally, regardless of skill level, background, or personal differences.
- Foster an inclusive environment where everyone feels welcome.
- Prioritize your physical and emotional well-being by maintaining a healthy lifestyle.
- Report any injuries or health concerns to your coach immediately.
- Remember that soccer is meant to be enjoyable; maintain a sense of fun in all activities.
- Participate with enthusiasm and a love for the game.
- Adhere to Canada Soccer Code of Conduct and Ethics

Parents, Caregivers, Guardians, and Spectators:

- Cheer for all players, not just your own, and encourage teamwork and effort.
- Foster a positive atmosphere by expressing support for the players and coaches.
- Treat coaches, referees, players, and fellow spectators with respect.
- Avoid negative comments or behaviors towards any participant.
- Model good sportsmanship by being gracious in victory and defeat.
- Avoid arguing with referees or officials; accept their decisions respectfully.
- Communicate positively and constructively with players, coaches, and other parents.
- Refrain from coaching or giving instructions from the sidelines during games.
- Support your child's development and enjoyment of the game, rather than focusing solely on winning.
- Promote a growth mindset by encouraging them to learn from both successes and mistakes.
- Ensure your child attends practices and games regularly and is prepared for all team activities.
- Foster a sense of commitment and teamwork by prioritizing the team's goals.



- Respect the designated areas for players, coaches, and officials; do not enter the field of play during games or practices without permission.
- Allow coaches to manage the game and provide instruction to the players.
- Embrace diversity and encourage inclusion within the team.
- Support all players, regardless of their skill level or background.
- Prioritize your child's well-being by ensuring they are healthy and fit to participate.
- Communicate any concerns or issues with coaches as needed.
- Remember that youth soccer is about fun, learning, and friendship; help create a positive experience for everyone involved.
- Celebrate the enjoyment of the game and the relationships formed through participation.

Code of Conduct to Protect Children

The safety and well-being of children involved in soccer is our top priority. This Code of Conduct outlines the expectations and responsibilities of all participants to ensure a safe and positive environment.

Child Welfare First

- Prioritize the safety, health, and well-being of all children involved in soccer activities.
- Recognize that the welfare of the child is the ultimate priority in all decisions and actions.

Respect and Dignity

- Treat all children with respect, kindness, and dignity.
- Value the individuality of each child and promote their self-esteem.

Appropriate Boundaries

- Maintain appropriate physical and emotional boundaries with children.
- Avoid any form of abuse, harassment, or exploitation, whether physical, emotional, or sexual.

Open Communication

- Foster an environment of open communication where children feel comfortable sharing their concerns.
- Listen actively to children and respond to their needs and feelings with empathy and understanding.

Supervision and Safety

- Ensure proper supervision of children during all soccer activities.
- Adhere to safety protocols and guidelines to minimize risks and ensure a secure environment.



Education and Training

- Stay informed about best practices in child protection and player welfare.
- Participate in training and workshops focused on safeguarding children in sports.

Reporting Concerns

- Report any concerns about a child's welfare, misconduct, or inappropriate behavior immediately to the appropriate authorities.
- Encourage others to do the same, creating a culture of accountability.

Inclusive Environment

- Promote inclusivity, ensuring that all children, regardless of background or ability, feel welcome and valued.
- Challenge any discriminatory behavior or attitudes.

Parental Involvement

- Engage parents and caregivers in discussions about child protection and the responsibilities of adults in sports.
- Provide resources and support to help them understand their role in safeguarding their children.

Positive Role Modeling

- Set a positive example for children by demonstrating respect, integrity, and sportsmanship.
- Encourage healthy competition and emphasize the importance of fun and enjoyment in the sport.

Examples of unacceptable behaviour toward a child:

- embarrassing
- shaming
- blaming
- humiliating
- putting them down
- holding them accountable for things out of their control (i.e.- missed practices)

Reporting Requirements

- All staff, team officials and volunteers must report suspected child sexual abuse, inappropriate behaviour, or incidents that they
- become aware of, whether the behaviour or incidents were personally witnessed or not.

Where to report:

1. All allegations or suspicions of potentially illegal behaviour (for example, child sexual abuse) that a staff/volunteer witnesses first-hand, must be promptly reported to police and/or child welfare in addition to WLYSC President.
2. To ensure the protection of all children in the Clubs care, all allegations, or suspicions of potentially illegal behaviour that a staff/volunteer learns of must also be promptly reported to police and/or child welfare. Police and/or child welfare will make the determination as to whether the allegation or suspicion requires further investigation.
3. All allegations or suspicions of inappropriate behaviour of unacceptable behaviour (see above examples), that a staff/volunteer learns of or witnesses first-hand, must be reported to the WLYSC President. This Code is intended as an example only.
 - **Keep It Confidential:** Your concerns will be treated with seriousness and respect. Information will only be shared with those who need to know to address the issue.
 - **Support is Available:** Remember, you are not alone. There are people and resources available to help you.
 - **Your Voice Matters:** It is important to know that you can speak up without fear of retaliation or negative consequences.
 - **You Have Rights:** Every athlete has the right to feel safe and respected in their sport. Reporting concerns is part of protecting yourself and your teammates.
 - **Check In:** After reporting, it is okay to ask about the status of your concern. This shows that you care about the outcome.
 - **Seek Support:** If you are feeling anxious or uncertain after reporting, talk to someone you trust about your feelings.

Conclusion

Remember, reporting concerns is a brave and major step. By speaking up, you help create a safer and more supportive environment for everyone involved in sports. Always trust your instincts—if something feels wrong, it is worth discussing.

Keep in mind that you may learn of potentially illegal or inappropriate behaviour through the child or some other third party, or you may witness it first-hand. Examples of the type of behaviour you may learn of or witness and that you must report as set out above include:

- a. Potentially Illegal behaviour by a Team Official/Staff/Volunteer of the organization
- b. Potential Illegal behaviour by a third party, such as a Parent, Teacher, Babysitter, Coach

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behaviour or inappropriate behaviour, discuss the issue with the WLYSC President who will support you through the process. **Remember: You have an independent duty to report all suspicions of potentially illegal behaviour directly to police and/or child welfare.**

Follow up on Reporting

When an allegation or suspicion of potentially illegal behaviour is reported, police and/or a child welfare agency (locally – Family and Children Services Niagara or FACS) will be notified. WLYSC will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behaviour is made, WLYSC will follow up on the matter to gather information about what happened and determine what, if any, formal or other disciplinary action is required.

In the case of inappropriate behaviour, if:

- multiple behaviours were reported
- inappropriate behaviour is recurring, or
- the reported behaviour is of serious concern

WLYSC may refer the matter to a child welfare agency or police.

Equity and Inclusion Policy

West Lincoln Youth Soccer Club is dedicated to promoting equity, diversity, and inclusion within all aspects of our organization. We believe that every individual has the right to participate fully in soccer, regardless of their background, identity, or ability. Our commitment is to create an environment where everyone feels valued, respected, and included.

Aim of the Policy

The aim of this policy is to ensure that everyone is treated fairly and with respect, making WLYSC equally accessible to all. A complete copy of our Accessibility, Equity, and Inclusion Policy can be found at the end of this document.

Commitment to Equity and Inclusion

1. **Respect for Diversity:** WLYSC recognizes and respects the diverse backgrounds, experiences, and perspectives of all participants, including but not limited to race, ethnicity, gender, sexual orientation, religion, age, ability, and socioeconomic status.
2. **Access and Participation:** We strive to eliminate barriers to participation in soccer by providing equitable access to programs, resources, and opportunities for all members of the community.
3. **Safe Environment:** WLYSC is committed to fostering a safe and welcoming environment where all individuals can participate free from discrimination, harassment, or bullying.



4. **Zero Tolerance for Discrimination:** We will not tolerate harassment, bullying, abuse, or victimization of any individual. Discriminatory behaviors—including sexual or racially based harassment—will not be accepted.

Goals of the Policy

- **Foster Inclusion:** Promote inclusivity in all club activities, ensuring that everyone feels a sense of belonging.
- **Educate and Raise Awareness:** Provide awareness on available training opportunities on equity and inclusion for all coaches, players, and volunteers to understand the importance of diversity.
- **Encourage Participation:** Actively encourage participation from underrepresented groups to ensure diverse representation within the club.
- **Feedback and Continuous Improvement:** Establish mechanisms for feedback to continually improve our practices and policies related to equity and inclusion.

Responsibilities

1. **Leadership Commitment:** The Board of Directors and club leadership are responsible for promoting and implementing this policy and ensuring that all members understand its importance.
2. **Training and Development:** All coaches, volunteers, and staff will be made aware of training on equity and inclusion practices, including recognizing and addressing biases.
3. **Compliance with Legislation:** WLYSC requires all members to abide by the principles of fairness, equity, and inclusion as outlined in the *Canadian Human Rights Act*, the *Employment Equity Act*, and any other applicable legislation or amendments.
4. **Reporting and Accountability:** Any incidents of discrimination or exclusion should be reported to the WLYSC Secretary, who will take appropriate action to address the situation.

Review and Evaluation

This policy will be reviewed annually to assess its effectiveness and make necessary adjustments. Input from members and participants will be sought to ensure that our commitment to equity and inclusion continues to evolve and improve.

By adopting this Equity, Accessibility, and Inclusion Policy, WLYSC affirms its commitment to creating a diverse and welcoming soccer community for everyone.



Anti-Bullying

West Lincoln Youth Soccer Club is committed to providing an enjoyable soccer experience for all participants. In accordance with the Canada Guide to Soccer Safety, the West Lincoln Youth Soccer Club believes in creating an environment where all participants—players, coaches, officials, and families—can enjoy soccer free from bullying, harassment, and discrimination. By implementing the Anti-Bullying Policy found at [Bullying - Canada.ca](#), West Lincoln Youth Soccer Club reinforces its commitment to the well-being of all members, ensuring that soccer is a positive experience for everyone involved.

Harassment Policy

West Lincoln Youth Soccer Club is committed to fostering a safe, respectful, and inclusive environment for all participants. Our club enforces a strict no-harassment policy, encompassing both contact and non-contact harassment. We are dedicated to taking appropriate steps to safeguard all individuals involved in our programs.

Definition of Harassment

Harassment is defined as any behavior or action—verbal, nonverbal, or sexual—that causes another individual or group to feel intimidated, offended, embarrassed, or humiliated. Such behavior is unacceptable at any time.

Examples of Harassment:

- Unwanted physical contact (e.g., pinching, touching, patting)
- Degrading hazing or bullying
- Practical jokes that pose safety risks or cause embarrassment
- Actions that threaten a person's self-esteem
- Jokes, innuendos, or teasing regarding someone's body, looks, race, or sexual orientation.

Member's Duty to Report

All WLYSC members (including directors, volunteers, employees, team personnel, players, and parents/guardians) are required to report any suspected harassment immediately. Reports should be made to the appropriate authorities, including:

- WLYSC President
- Team personnel
- Family and Children Services (FACS)
- Niagara Regional Police



Commitment to Ontario Soccer's Harassment Policy

As a member of Ontario Soccer, WLYSC adheres to its harassment policy, which includes:

1. **Respect and Dignity:** Everyone has the right to participate in an environment that promotes respect and dignity.
2. **Prohibition of Discrimination:** Harassment is prohibited under the Canadian Charter of Rights and Freedoms and Human Rights legislation.
3. **Offensive Behavior:** Harassment is offensive and can be a criminal offense under the Criminal Code of Canada.
4. **Power Dynamics:** Harassment reflects an attempt to assert unwarranted power over another individual.
5. **Equality:** WLYSC is committed to providing an environment free of harassment based on race, ethnicity, religion, age, sex, sexual orientation, marital status, family status, or disability.
6. **Applicability:** This policy applies to all individuals involved with WLYSC, including employees, directors, volunteers, coaches, referees, and athletes.
7. **Reporting Mechanism:** Participants are encouraged to report all incidents of harassment, which will be managed through a clear and accessible process.
8. **External Support:** Individuals experiencing harassment have the right to seek assistance from the Provincial Human Rights Commission.

Responsibilities

All members of WLYSC share the responsibility to ensure a harassment-free environment. This includes:

- Not engaging in, condoning, or ignoring behavior contrary to this policy.
- Encouraging others to report any incidents of harassment.

Support Systems

WLYSC will provide access to support resources for individuals who report harassment, including counseling services and peer support.

By adhering to this policy, we aim to create a positive and inclusive soccer community that prioritizes the safety and well-being of all participants.

Rowans Law

WLYSC is committed to the health and safety of all participants, particularly concerning the prevention and management of concussions. In line with Rowan's Law, we follow protocols to protect players and raise awareness about head injuries.

Scope This policy applies to all players, coaches, officials, and parents at WLYSC.

Key Components

1. Concussion Awareness

- All participants will learn about the risks and symptoms of concussions.

2. Return-to-Play Protocol

- Any player suspected of having a concussion must be removed from play immediately.
- Players can only return to play after medical clearance from a healthcare professional.

3. Reporting Procedures

- All concussion incidents must be reported to the WLYSC Secretary.
- The incident and any follow-up care will be documented.

4. Training and Resources

- Coaches and officials will be trained to recognize concussion signs and ensure player safety.
- Resources can be found at [Rowan's Law: Concussion safety | ontario.ca](https://www.ontario.ca/rowans-law) for parents and players on concussion management.

5. Ongoing Evaluation

- The club will regularly review and update this policy to ensure it follows legal guidelines and best practices.

By participating in WLYSC, all members agree to prioritize safety and follow Rowan's Law guidelines to create a safe environment for everyone.

For more information and educational resources on concussion safety, please visit [Rowan's Law - Ontario](https://www.ontario.ca/rowans-law).



Responsible Coaching Movement

The Responsible Coaching Movement (RCM) is a call to action aimed at maintaining the health and safety of sports by emphasizing the crucial role of coaches in addressing athlete well-being, both on and off the field. Coordinated by the Coaching Association of Canada and the Canadian Centre for Ethics in Sport, this multi-phase initiative has the potential to impact all sport organizations, coaches, and the athletes they support. Organizations are encouraged to implement meaningful changes tailored to their readiness levels. Each organization must establish a realistic process for enacting change to ensure long-term success. The RCM emphasizes three key components of responsible coaching:

1. **Rule of Two**
2. **Background Screening**
3. **Ethics and Respect Training**

WLYSC will uphold these principles of the Responsibility Coaching Movement, ensuring a safe, respectful, and inclusive environment for all athletes, coaches, and stakeholders by:

Commitment to Athlete Safety

- All coaches will prioritize the physical, emotional, and psychological safety of athletes.
- Coaches are required to be aware of and adhere to safety protocols at all training sessions and competitions.

Respect and Inclusivity

- Coaches must treat all athletes with respect, fostering an inclusive environment that celebrates diversity.
- Discrimination or harassment of any kind will not be tolerated.

Ethical Standards

- Coaches are expected to adhere to high ethical standards in all interactions, promoting honesty, integrity, and professionalism.
- All coaches will sign and commit to the WLYSC Code of Conduct.

Ongoing Education

- Coaches will engage in continuous professional development through training sessions, workshops, and certification courses.
- WLYSC will provide awareness to resources for coaches to stay updated on best practices in coaching and athlete development.

Open Communication

- Coaches will promote open and transparent communication with athletes, parents, and fellow coaches.
- Regular feedback sessions will be held to ensure that athletes feel comfortable expressing their thoughts and concerns.

Accountability

- Coaches are accountable for their actions and decisions. They must be open to feedback from athletes, parents, and WLYSC officials.
- A clear process for reporting concerns or misconduct will be established and communicated to all stakeholders.

Positive Development

- Coaches will focus on the holistic development of athletes, emphasizing their growth both in sport and as individuals.
- Goals will be set collaboratively with athletes to ensure their aspirations are acknowledged and supported.

Support and Guidance

- Coaches will provide appropriate support and guidance to help athletes achieve their goals while ensuring a healthy balance in their lives.
- Resources for mental health and well-being will be made available to coaches and athletes.

Reporting Concerns

- All concerns related to safety or misconduct must be taken seriously and reported through the appropriate channels.
- WLYSC will ensure that all reports are managed confidentially and professionally.

Promoting a Positive Sport Culture

- Coaches will actively work to create and promote a positive, respectful culture within the Club.
- Initiatives to celebrate achievements, teamwork, and sportsmanship will be implemented regularly.

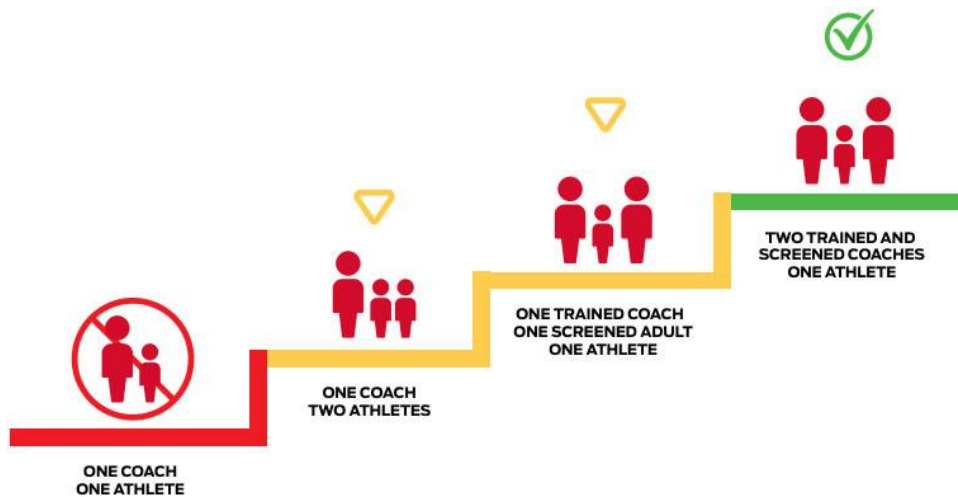
Responsibility Coaching Movement Pledge

All coaches at WLYSC are required to sign the Responsibility Coaching Movement Pledge, committing to the principles outlined in this policy.



Rule of Two Policy

The Rule of Two serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments. The Rule of Two states that there will always be two screened and NCCP trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. The following diagram depicts the “staircase approach” to the Rule of Two. While the Gold Standard is the preferred environment, it is not expected that it will be always reached. The alternatives presented, although increasing risk, are acceptable and would be in alignment with the Rule of Two. The one-on-one interaction between a coach and an athlete without another individual present, as depicted at the lowest stair in the diagram, is to be avoided in all circumstances.



Rule of Two Guidelines

1. **Two Adults Present:** Whenever possible, there should be at least two adult supervisors present during any activities involving minors. This applies to practices, games, and any other organized events.
2. **Two-Minimum Contact:** If one adult must meet with a child or youth participant, it should ideally be in a public space where another adult can easily observe or be aware of the interaction.
3. **Reporting and Accountability:** Both adults present share responsibility for monitoring the environment and ensuring that all interactions are appropriate. They should also be aware of how to report any concerns.
4. **Creating Safe Environments:** The Rule of Two helps to create an atmosphere of safety, making it less likely for inappropriate behavior to occur when multiple adults are present.

5. **Policy Enforcement:** Organizations may enforce this rule by requiring that all activities be planned with this guideline in mind, and they may provide training to ensure that all staff and volunteers understand its importance.

Ethics Training

Soccer ethic requirements are established to promote integrity, respect, and sportsmanship within the game. These guidelines apply to all clubs and team officials involved in soccer and are essential for maintaining a positive environment for players, coaches, and supporters. All coaches at West Lincoln Youth Soccer Club must complete Making Ethical Decisions training as part of their coaching designation requirement. By adhering to these standards, clubs and team officials contribute to a positive experience for everyone involved in the sport.

Respect Training

The primary aim of the Respect Training is to cultivate a culture of respect and safety in soccer, ensuring that all participants can enjoy the sport free from abuse, discrimination, and harassment. All West Lincoln Youth Soccer Club Soccer Team Officials are required to complete Respect in Sport for Activity Leaders.

Accessibility

WLYSC is dedicated to creating an accessible and inclusive environment for everyone. We aim to ensure that all individuals, regardless of ability, can participate in soccer programs and activities.

WLYSC will work to provide accessible facilities and programs. We aim to remove barriers to participation for people with disabilities. We offer soccer programs that are open to individuals with different abilities. We will make efforts to adapt programs where needed to include all participants.

WLYSC will encourage our staff, coaches, and volunteers to learn about accessibility and inclusion to support participants with disabilities.

If you or your child experience any barriers or need assistance, please contact the WLYSC Registrar. We will consider reasonable requests for accommodations to help players participate in soccer activities.

WLYSC strives to make soccer accessible and welcoming to everyone. We are committed to improving accessibility wherever possible.

For more information, please visit Canada Soccer Guide to Accessibility and Inclusion [here](#).



Financial Barriers to Participation

All children, regardless of their socioeconomic status, should have the opportunity to participate in physical, recreational, and sports activities that contribute to their physical, social, and emotional development. To achieve this, financial partnerships have been developed. Please visit each partner website for more information.

Step UP

Our Step Up for Kids and Teens Program is designed to provide financial assistance so children can participate in either school based, after school based or community recreational and sports activities. For more information visit [Step Up Program – West Lincoln Community Care](#)

JumpStart

Founded in 2005, Jumpstart Charities helps kids overcome financial and accessibility barriers to sport and recreation to provide inclusive play for kids of all abilities. Jumpstart is more than just about getting kids active. It's about giving kids from families in financial need the same chance to participate as their neighbours, their classmates, and their friends. Whether it's the chance to try a new sport or to continue with a favourite one, no kid should be left out. For more information on JumpStart visit <https://jumpstart.canadiantire.ca>

KidSport

KidSport is a national not-for-profit organization that provides financial assistance for registration fees and equipment to kids aged eighteen and under. Through a confidential application process, they provide grants so kids can play a season of sport. Nationally, KidSport is comprised of a network of eleven provincial/territorial KidSport chapters and 166 community KidSport chapters. Since its creation in 1993, over 750,000 kids across the country have been given the chance to play sport through KidSport grants and sport introduction programming. For more information on KidSport visit www.kidsportcanada.ca

Families are encouraged to apply for financial assistance if needed and to communicate openly about their financial needs to WLYSC Registrar.

Recruitment

WLYSC will establish a standardized process for developing job descriptions, recruiting candidates, and managing applications for positions that involve direct contact with children. It will ensure that all hiring practices align with our commitment to child safety, development, and organizational values.

Job Description Development

Each volunteer role will include:

- Position title
- A brief overview of the role
- Key responsibilities, including:
 - Interaction with children
 - Activity planning and supervision
 - Collaboration with others
- Required qualifications and skills

Recruitment Process Candidates must complete:

- A job application or formal request
- Provide at least one letter of reference related to the position by either a Coach or Technical Director
- A release authorization to contact their previous club
- Provide documentation of current qualifications
- Provide current Police check or be willing to request one

Interview and Reference Checks

- Shortlisted candidates will be subject to an informal interview to assess their suitability.
- References may be checked before final approval.

Volunteer Screening Policy

WLYSC is committed to creating a safe environment for all participants, especially youth athletes. To ensure safety, we screen volunteers who have direct contact with children or vulnerable individuals.

Screening Process

WLYSC follows the policies set by Soccer Ontario and Soccer Canada. Key screening requirements include:

1. Criminal Background Checks

Volunteers working with children or vulnerable individuals must complete a criminal background check.

2. Vulnerable Sector Checks

For volunteers in trusted roles, a more detailed vulnerable sector check may be required.

3. **Training and Education**

Volunteers must complete safety and abuse prevention training and understand the club's code of conduct.

4. **Regular Updates**

Background checks are valid for three years and will need to be updated as needed

5. **Confidentiality**

All screening information is confidential and used solely for safety purposes.

Low-Risk Volunteers

Volunteers in low-risk roles (e.g., parents or youth assisting with non-traveling recreational teams) may not need extensive background checks but will still need to:

- Complete an application form and acknowledge the club's policies.
- Provide a reference letter, if requested.

Failure to Comply

Volunteers who do not complete the required screening will be ineligible for the role. Any volunteer convicted of a crime or found in violation of club policies must report it to the club immediately. Falsifying information will result in removal from the position.

WLYSC ensures that all volunteers are properly screened to maintain a safe environment for all members.



Appendix

Responsible Coaching Movement

The Responsible Coaching Movement (RCM) helps sport organizations in Canada ensure the health, safety, and well-being of all participants, both on and off the field of play.

The Responsible Coaching Movement Pillars

The Responsible Coaching Movement includes three distinct pillars, each serving to create a sport environment that is safe, smart, and secure. Each pillar provides crucial elements, resources and processes to ensure sport participation is a safe and positive experience for all.

<div style="text-align: center; margin-bottom: 10px;"> </div> <h4 style="margin: 0;">Rule of Two</h4> <p style="font-size: x-small; margin: 5px 0;">A SAFE SPORT environment ensures all coaches, staff, and administrators apply the Rule of Two.</p> <p style="font-size: x-small; margin: 5px 0;">Interactions with participants occur in settings that are:</p> <ul style="list-style-type: none"> • Open • Observable • Justifiable <p style="font-size: x-small; margin: 5px 0;">When following the Rule of Two all interactions with participants are in open, observable, and justifiable settings, and two responsible adults—whether a coach, parent, staff or screened volunteer—are present.</p> <p style="font-size: x-small; margin: 5px 0;">Check with your sport organization as to how the Rule of Two is enforced.</p>	<div style="text-align: center; margin-bottom: 10px;"> </div> <h4 style="margin: 0;">Ethics Training</h4> <p style="font-size: x-small; margin: 5px 0;">A SMART SPORT environment ensures coaches are trained and have the confidence and skills needed to effectively manage challenging situations. Lifelong learning through numerous training modules helps coaches expand their knowledge.</p> <p style="font-size: x-small; margin: 5px 0;">Ethics training includes the following, among others:</p> <ul style="list-style-type: none"> • NCCP Make Ethical Decisions (MED) module • NCCP Creating a Positive Sport Environment • Safe Sport Training on abuse and harassment prevention • Respect In Sport • Commit To Kids for Coaches <p style="font-size: x-small; margin: 5px 0;">Search for NCCP and CAC Multi-sport training opportunities in the Locker or connect with your Provincial/Territorial Coaching Representatives.</p>	<div style="text-align: center; margin-bottom: 10px;"> </div> <h4 style="margin: 0;">Background Screening</h4> <p style="font-size: x-small; margin: 5px 0;">A SECURE SPORT environment is one where all coaches, volunteers and sport organization leaders meet important requirements to be involved in sport.</p> <p style="font-size: x-small; margin: 5px 0;">Screening includes:</p> <ul style="list-style-type: none"> • Comprehensive job postings • Visible policies and processes • Conducting comprehensive background and reference checks • Interviews • Police information checks <p style="font-size: x-small; margin: 5px 0;">These should all be completed at regular intervals. View the suggested Background Screening Resources on coach.ca/background-screening.</p>
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The Responsible Coaching Movement ensures a safe, positive sport environment for all. Whether you are a coach, participant, parent, or volunteer, we are all on the same team to make sport safe and fun for everyone.

Keep Sport Safe, Smart and Secure

For more information, visit coach.ca/RCM

We're here to help with anything

KidsHelpPhone.ca
1 800 668 6868

Kids Help Phone

- Free professional counselling
- Anonymous and confidential
- Non-judgemental
- Available online or on the phone

Always There

Be sure to download our free app

you're

not

alone

KidsHelpPhone.ca
1 800 668 6868

Kids Help Phone

24/7/365



Kids Help Phone

Kids Help Phone is Canada’s only national 24-hour, bilingual and anonymous phone counselling, web counselling and referral service for children and youth. Their service is completely anonymous and confidential — they don’t trace calls or have call display. Callers don’t even have to tell them their name if they don’t want to. Call 1-800-668-6868.

Pathstone Mental Health Support (local to Niagara) provides phone and video counselling services to children under 18. Call 1-800-263-4944. See post below.

Niagara Regional Police Services - Youth requiring immediate assistance can call 911 for police, ambulance and fire services.

Courses for Coaches to Consider

[Intercultural Skills in Sport Toolbox | Coaching Association of Canada | Association canadienne des entraîneurs](#)

[Intercultural Skills in Sport](#)

[Equity, Diversity and Inclusion | Coaching Association of Canada | Association canadienne des entraîneurs](#)

References

A variety of resources have been used to develop these polices not limited to

[Home - Canada Soccer](#)

[Ontario Soccer](#)

[Club_Development_Resource_Guide_2017.pdf](#)

Links provided to the club by Canada Soccer Club Licensing Portal

