

ONTARIO HOCKEY ASSOCIATION



2024 - 2025 TEAM PREVENTION SERVICES

TEAM CO-ORDINATOR POSITION OUTLINE & SUMMARY



INTRODUCTION AND RATIONALE:

The OHA committed its members to an Abuse and Harassment and Bullying Prevention Program in 1997. The OHA Abuse and Harassment Prevention and Bullying Program require teams affiliated with the OHA to put several procedures into place among them is the requirement that all personnel in at-risk positions obtain Vulnerable Sector Searches (VSS) and complete Respect in Sport and the Gender Identity and Gender Expression training for team officials and that each team appoint a Team Prevention Co-ordinator.

The Team Prevention Co-ordinator (TPC) must be **at arms-length from the team and any team officials** for this individual to be an “uninvolved and safe” contact for all team personnel from players to executives.

The TPC is to help the team create a safe environment by assisting the team management and players with abuse, bullying and harassment issues and by being available to receive information from concerned individuals and to assist with appropriate follow-up.

EXPECTATIONS:

It is expected that at a time commitment of 12 hours a year will be required in order for the TPC to be effective. This time will be spent as follows:

- Organizing and leading 2 meetings with players
- Attendance at some games and practices
- Take the Respect in Sport Online Certification and Gender Identity and Gender expression course (**mandatory**)
- Aiding team management in implementing the prevention procedure

You need to explain your role as the Team Prevention Coordinator. Include your telephone number and or email address and the best times you can be reached at.

The Players and team bench personnel are to sign the Player’s Signature Form, indicating that they have participated in the meetings and reviewed the material presented by you. When the players sign the form you should make a photocopy of the page for your own record.

As new players and team personnel are added during the season, please introduce yourself and explain your role and how you can be contacted if needed.



ADDITIONAL EXPECTATIONS:

OHF Policy

You need to meet with the Team President and assess where the team is with regards to the OHF Respect in Sport Program.

There are several ways that you can assist the team in fulfilling this policy:

- Assist team personnel in finding the Online Respect in Sport.
- Encourage all personnel who need Police Record Checks and Vulnerable Sector Checks to do so and keep a record of who has completed it and the date when the check was done.
- Notify team personnel when it is time to obtain another Police Record Check and Vulnerable Sector Check.
- Help introduce and manage the 10 Steps to Screening.

As the TPC you are to be available to receive information from concerned individuals and be prepared to assist with appropriate follow-up.

It is also expected that you will be available to assist the OHA personnel in investigating where necessary (by setting up interviews and arranging places to meet locally for inquiries).

SPECIFIC DUTIES:

Meet with Team Management

- To review the Prevention Program and explain the role of TPC, emphasizing your relationship to the team (i.e.: arms length and supportive).
- To review the Code of Conduct, Policies and Procedures of the OHA concerning hazing and alcohol and the specifics of the Prevention Program as stated in the Online Player Guide.
- To arrange the times for the two meetings for you to meet with the players.
- To develop a protocol with the team president concerning the reporting and handling of minor and major concerns.

Meet with the Players

You should build a rapport with the players by attending some practices, including some home and away games. Keep informed of team happenings.

You should meet with the players twice a season in September and January as well as any players who have been added to the team throughout the season. Be available to



answer any questions on the player information program.

The Code of Conduct

The Code of Conduct identifies the standard of behavior, which is expected of all OHA members and participants, including all players, parents, coaches, officials, volunteers, directors, officers, committee members, convenors, team managers, trainers, administrators, and employees involved in OHA activities and events.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the Discipline Policy of the OHA. Such action may result in the member losing the privileges which come with membership in the OHA, including the opportunity to participate in OHA activities and events, both present and future.

1. The OHA is committed to providing a sport environment in which all individuals are treated with respect.
2. During all OHA activities, athletes, coaches, parents, directors, volunteers, staff, chaperones, and others within each of the OHF Member Partners:
 - a) Shall conduct themselves, always, in a fair and responsible manner and refrain from comments or behaviors that are disrespectful, offensive, abusive, racist or sexist. In particular, the OHA will not tolerate behavior that constitutes harassment or abuse or bullying, and
 - b) Shall avoid behavior which brings the OHA and/or its Member Partners, or the sport of hockey into disrepute, including but not limited to the abusive use of alcohol and/or non-medical use of drugs, and
 - c) Shall not use unlawful performance enhancing drugs or methods, nor shall they engage in activity or behavior that endangers the safety of others, and
 - d) Shall always adhere to Hockey Canada, OHA and OHF Member Partners' operational policies, procedures and any rules governing any competition in which they participate on behalf of the OHA and/or OHF Member Partner.

Failure to comply with this Code of Conduct may result in disciplinary action, including, but not limited to, the loss or suspension of certain or all privileges connected with the respective Member Partner and/or OHA including the opportunity to participate in OHA and its Member Partner activities. Such discipline may include the removal or ban from an arena, games, practices and other team activities.



Hazing and Initiation Rituals

It is the policy of the OHA that there be no harassment, abuse or bullying of any participant in any of its programs. The OHA expects every athlete, coach, assistant coach, trainer, manager, official, parent, director, officer, volunteer, employee and chaperone to take reasonable steps to safeguard the participants against harassment, abuse and bullying.

Alcohol and Drug Policy

The OHA respects the Laws of Ontario as they pertain to the control, consumption and distribution of alcoholic beverages. The law is clear that it is contrary to the laws of the Province of Ontario, to consume alcohol at games or practices, in or about dressing rooms or team buses, or anywhere that is not a private residence or licensed establishment.

Teams need to be reminded of their exposure to liability and prosecution where issues of procurement of alcohol by minors, or the negligent supervision of alcohol product distribution are involved.

All members of the Association must respect the laws regarding the consumption of alcohol in their jurisdiction. Underage drinking will not be tolerated.

Team officials, administrators, coaches, volunteers and parents are discouraged from consuming alcohol during any hockey event. If alcohol is legally and responsibly consumed during the event, the individual must ensure that this consumption does not interfere with their ability to perform their duties, or to be involved in the event as a volunteer or a spectator.

No team member, team official or team parent shall be intoxicated at any time while participating in a hockey event.

Alcohol is not appropriate:

- In arena dressing rooms
- In team settings where minors are attending
- In hospitality situations where minors are present, and alcohol is not controlled by a server therefore becoming available to minors
- Open in buses or cars when travelling to or from an event
- If being made available to minors in public facilities
- In a team environment while travelling without parents to tournaments, championships, etc.
- At team player parties hosted by other players, parents or team officials, regardless of the age of players.



- If forced on another person
- If used for “chugging” contests or as a form of hazing or initiation for rookies

Any formal complaints received by the OHA regarding these issues may be referred to the local police authority.

Follow-up may include:

- Police investigation and charges relative to the appropriate statutes being violated.
- Upon findings of the police investigation, appropriate disciplinary action may be taken in accordance with the OHA Policy on Drugs, Alcohol, Abuse and Harassment.

For your information the Liquor Licenses Act of Ontario is:

Liquor License Act, Section 30,

Drugs

The OHA respects the Laws of Ontario as they pertain to the use of illegal drugs by all participants registered in its program. The administration of prescription drugs must be completely authorized by a physician and done in accordance with instructions set out by the prescribing physician.

Hockey Canada is unequivocally opposed to illegal drug use and the OHA is similarly and unequivocally opposed to the use by athletes of banned and restricted substances and the methods for the purpose of performance enhancement. This position applies to all member/participants of the game of hockey within the Hockey Canada Structure.

Those persons who counsel or assist an athlete in the use of banned and restricted substances and the methods for the purpose of performance enhancement must be considered as much at fault as the athlete using the substance or method and may, in some cases be more so.

The OHA cannot and will not tolerate any encouragement of the use of such substances or methods by those in positions of leadership or influence over athletes, such as administrators, coaches, trainer’s, managers, medical and paramedical practitioners, sport scientists, and indeed other athletes.

Any formal complaints received by the OHA regarding these issues may be referred to the local police authority.

Follow-up action may include the following:



- Police investigation and charges relative to the appropriate statutes being violated.
- Upon findings of the police investigation, further discipline action may be taken according to the OHA Policy on Drugs, Alcohol, Harassment and Abuse.

Tobacco

All players and team officials must respect the laws surrounding tobacco in the jurisdiction of the event (worldwide and Canada). The OHA discourages the use of tobacco in and around hockey events.

Chewing/Smokeless Tobacco

The Ontario Hockey Association has banned the use of all tobacco products by players & bench personnel, including chewing tobacco and vaping, anywhere inside an Arena, including the Dressing Room, at any OHA Pre-Season, Regular Season or Play-off Games.

Internet Policy

With the evolution of internet chat groups, text messaging, Facebook, Twitter and other forms of information transfer, all OHA members including coaches, trainers, equipment personal, players, managers, parents, chaperone, directors, volunteers and employees need to be aware of the policies governing this form of communication.

Comments or behavior that is bullying, disrespectful, offensive, abusive, racist or sexist. Behavior that constitutes harassment or abuse or bullying will not be tolerated and will be dealt with under the OHA's Harassment, Abuse and Bullying Policy and Code of Conduct.

If complaints are received, the OHA may investigate those complaints and if the investigation process substantiates the complaint the individuals responsible may be subject to lengthy suspensions.

CONTACT

Should you have any additional question or concerns regarding this position please contact OHA Executive Director, Mark Tuck through email mtuck@ohahockey.ca