



Halton Hawks FC – Responsible Coaching Movement (RCM) Policy

HALTON HAWKS FC

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Halton Hawks FC – Responsible Coaching Movement (RCM) Policy

Aligned with the Coaching Association of Canada (CAC) & Canadian Centre for Ethics in Sport (CCES)

1. Purpose

Halton Hawks FC is committed to creating a **safe, inclusive, development-focused** soccer environment for all participants. In alignment with the **Responsible Coaching Movement (RCM)**, we implement national standards that ensure sport is **Safe, Smart, and Secure**.

This policy reinforces our commitment to:

- Player safety and well-being
- Ethical coaching behaviour
- Accessibility and inclusivity
- Anti-bullying and respect
- Financial access for all families
- Transparency and accountability

All club personnel, coaches, managers, and volunteers must comply with this RCM Policy as a condition of involvement with HHFC.

2. Scope

This policy applies to:

- All HHFC coaches (paid/volunteer)
 - Team managers and staff
 - Technical leadership
 - Volunteers working with players
 - Anyone in a position of authority or trust with minors
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3. Pillar 1: The Rule of Two

- To ensure all interactions with youth are **Open, Observable, and Justifiable**, HHFC mandates:
 - A **minimum of two screened adults** present at all training sessions, meetings, and team events.
 - No one-on-one communication in person or online unless a second adult is present or copied.
 - No private transportation of athletes by a single adult except in emergencies, which must be documented.
 - Strict protocols for change rooms, washrooms, and team spaces ensuring appropriate supervision.
 - The Rule of Two protects both **athletes and coaches** by reducing risk and ensuring transparency.
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4. Pillar 2: Background Screening

All coaches, managers, and volunteers must complete comprehensive screening **before** working with players:

Mandatory Screening

- Vulnerable Sector Police Check (renewed every 3 years)
- Annual Offence Declaration
- Reference checks (new applicants)
- Interviews and onboarding with technical leadership

Individuals who do not meet screening benchmarks will not be permitted to participate in youth programming.

5. Pillar 3: Ethics & Respect Training

HHFC requires all team staff to complete the following training:

Mandatory Courses

- Respect in Sport – Activity Leader
- NCCP Make Ethical Decisions
- Ontario Soccer Safe Sport Module
- HHFC internal training (Xcel Coaching Model, Code of Conduct, Emergency Action Plans)

Recommended Courses

- Mental Health in Sport
- First Aid & CPR
- Additional NCCP eLearning modules

Training compliance is monitored annually.

6. Anti-Bullying, Harassment & Abuse Prevention

HHFC maintains a **zero-tolerance policy** toward:

- Bullying
- Harassment
- Discrimination
- Verbal, emotional, physical, or sexual misconduct
- Hazing or initiation practices

Coaches and team leaders must:

- Promote a respectful, positive environment
- Intervene immediately when bullying or mistreatment is observed or reported
- Ensure players know how to access support and reporting channels

Incidents will be responded to promptly, confidentially, and respectfully, with disciplinary action taken as appropriate.

7. Accessibility & Inclusivity

Halton Hawks FC is committed to providing a soccer experience that is **welcoming, barrier-free, and accessible** to all participants, including:

- Individuals with disabilities
- Newcomer families
- Athletes of all gender identities and cultural backgrounds
- Players requiring modified programming

The club strives to:

- Remove physical, financial, and social barriers to participation
 - Provide adaptive coaching approaches when possible
 - Treat all participants with dignity and respect
 - Promote opportunities for diverse involvement in coaching and leadership
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8. Financial Assistance & Equitable Access

HHFC believes that **cost should never be a barrier** to participation.

The club offers and supports:

- Payment plans
- Subsidized programs for qualifying families
- Access to community sport funding organizations
- Discretionary support on a case-by-case basis

Families seeking assistance will be treated with dignity and confidentiality.

Details and forms are available on our website:

👉 <https://www.haltonhawksfc.com/parents-and-player>

9. Communication Standards (Digital & In-Person)

To maintain professionalism and safety:

- Coaches must include a second adult in all texts, emails, or online communication with players.
 - No private or direct messages to youth athletes are permitted.
 - All team communication should occur through **club-approved platforms** (PlayMetrics, group emails, team WhatsApp groups with parents present).
 - Coaches must model respectful, responsible online behaviour.
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10. Travel, Tournaments & Team Events

During team travel:

- Coaches are housed separately from players
 - Athletes room with other athletes, not adults
 - The Rule of Two remains in effect at all times
 - Clear supervision expectations, curfews, and free-time rules must be communicated
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11. Reporting & Accountability

Participants may report concerns to:

- The **Technical Director**
- The **Club President**
- Ontario Soccer's **Independent Safe Sport Hotline**
- Local authorities (if criminal behaviour is suspected)

HHFC guarantees:

- Confidential and timely handling of reports
 - No retaliation for good-faith concerns
 - Documentation and follow-up aligned with Safe Sport guidelines
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12. Policy Access & Transparency

All HHFC policies—including Safe Sport, Anti-Bullying, Inclusivity, Financial Assistance, and Codes of Conduct—are available for public review at:

 <https://www.haltonhawksfc.com/parents-and-player>

Coaches and volunteers are responsible for understanding and following these policies.

13. Annual Review & Continuous Improvement

HHFC will:

- Review this policy annually
 - Update screening, training, and Safe Sport requirements as standards evolve
 - Evaluate risk, safety, and accessibility practices
 - Continue educating coaches through the Xcel Coaching Model and club programming
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14. Declaration of Commitment

Halton Hawks FC proudly supports the **Responsible Coaching Movement** and pledges to uphold the highest standards of safety, ethics, and inclusivity in all programming.

By coaching or volunteering with HHFC, all adults agree to follow this RCM Policy in full.
