



# Highlands Trailblazers Cross Country

Safe Sport

## Introduction

Sport Canada has introduced an initiative to ensure maltreatment does not occur in sports. The code is called The Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS).

As National Sports Organisations (NSOs), Nordiq Canada and Biathlon Canada have implemented programs complete with screening processes, policies, and education requirements. Nordiq Canada has set dates for some Divisions to start implementation, Ontario XCSO have agreed to commence November 1, 2023. Biathlon Canada and Biathlon Ontario have not set dates but are expected to do so shortly.

All individuals having any contact with Athletes in competition, training, practices, training camps, and away trips are required to certify through training on the Coaching Association of Canada web site “the Locker”, see link below. Additionally, some individuals may require Enhanced Police Checks and Vulnerable Sector Checks. This requirement also extends to Board and Committee Members who manage policy with respect to Athletes. Highlands Trailblazers will record all aspects of the Screening process including applying for appropriate police checks.

The certification requirements are classified by the risk level an individual may represent to an Athlete.

## Risk Level Guidelines

Level 1 – Low Risk: Participants involved in low risk assignments who are not in a supervisory role, not directing others, not involved with finances, and/ or do not have unsupervised access to Vulnerable Participants. For example, parents, youth, or volunteers who help on an irregular or informal basis.

Level 2 – Medium Risk: Participants involved in medium risk assignments who may be in a supervisory role, may direct others, may be involved with finances, and/ or who may have limited access to Vulnerable Participants. Examples of medium risk roles include:

- a) Non-coach employees or managers,
- b) Directors,

c) Wax technicians who are typically under the supervision of another coach or technician,

d) Coaches who are typically under the supervision of another coach,

e) Officials such as a technical delegate.

Level 3 – High Risk: Participants who occupy positions of trust and/ or authority, have a supervisory role, direct others, are involved with finances, and who have frequent or unsupervised access to Vulnerable Participants. Examples of high risk roles include:

a) Head coaches,

b) Athlete support personnel,

c) Coaches who travel with Athletes,

d) Head wax technician,

e) Coaches who could be alone with Athletes,

For each risk level role, the matrix below lists the roles, requirements, screening and timing of submitting an application.

## Screening Requirements Matrix

The roles listed in the matrix are only examples of where individuals could be assessed based on the risk their role might pose. Every club structure is different. Highlands Trailblazers need to consider the roles and associated risk within their own subgroups to determine whether an individual requires screening and training, and if so, where an individual’s role falls in the matrix.

Risk Level	Roles	Training Required <sup>1, 2, 3</sup>	Screening	Timing
Level 1 Low Risk	<p>Nordiq Canada Race License holders, excluding Associate Race License and Development License holder*(Biathletes)</p> <p><sup>1</sup> Athletes attest to having satisfied training requirements as part of their Nordiq Canada Race License application; Highlands Trailblazers should confirm with their athletes that the training is complete.</p>	<ul style="list-style-type: none"> <li>• CAC Safe Sport training, and</li> <li>• CAC Understanding the Rule of Two eLearning Module</li> </ul> <p><sup>2</sup> Parents of minor athletes are highly encouraged to take this training.</p>	Participate in training, orientation, and monitoring as determined by the organization	Within 30 days of applying for the Nordiq Canada Race License

<p>Level 2 Medium Risk</p>	<p>a) Anyone other than athletes and minors travelling overnight with a team</p> <p>b) Athlete support personnel (e.g., wax technicians, integrated support team)</p> <p>c) Non-coach contractors, employees and managers with direct athlete contact</p> <p>d) Directors and officers (e.g., Board members)</p> <p>e) Jury members and major officials at race events)</p> <p>f) Nordiq Canada Licensed Coaches who are not identified under Level 3 High Risk</p>	<p>Required for a) to e):</p> <ul style="list-style-type: none"> <li>• CAC Safe Sport training, and</li> <li>• CAC Understanding the Rule of Two eLearning Module</li> </ul> <p>Required f) coaches:</p> <ul style="list-style-type: none"> <li>• CAC Safe Sport training, and</li> <li>• CAC Understanding the Rule of Two eLearning Module, and</li> <li>• Make Ethical Decisions (MED) Online Evaluation</li> </ul> <p><sup>3</sup> Coaches attest to having satisfied training requirements as part of their Nordiq Canada Coach License application; Highlands Trailblazers should confirm with their coaches that the training is complete.</p>	<ul style="list-style-type: none"> <li>• Level 1 Requirements</li> <li>• Complete and provide an E-PIC</li> <li>• Provide a driver's abstract, if requested</li> </ul>	<p>The earlier of:</p> <ul style="list-style-type: none"> <li>• Prior to their first formal activity in their season</li> <li>• Prior to any unsupervised contact with an Athlete</li> <li>• For those without direct athlete contact, within four weeks of starting the role</li> </ul>
<p>Level 3 High Risk</p>	<p>a) Full Time Coaches</p> <p>b) Coaches who travel with Athletes</p> <p>c) Coaches who could be alone with Athletes</p>	<p>Required:</p> <ul style="list-style-type: none"> <li>• CAC Safe Sport training, and</li> <li>• CAC Understanding the Rule of Two eLearning Module, and</li> <li>• Make Ethical Decisions (MED) Online Evaluation</li> </ul> <p><sup>3</sup> Coaches attest to having satisfied training requirements as part of their Nordiq Canada Coach License application; Highlands Trailblazers should</p>	<ul style="list-style-type: none"> <li>• Level 2 Requirements</li> <li>• Provide a VSC</li> <li>• A letter of character reference from someone without conflict</li> </ul>	<p>The earlier of:</p> <ul style="list-style-type: none"> <li>• Prior to their first formal activity in their season</li> <li>• Prior to any unsupervised contact with an Athlete</li> </ul>

		confirm with their coaches that the training is complete.		
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### Access to Training and Screening

Training in “the Locker” is accessible at [www.thelocker.coach.ca](http://www.thelocker.coach.ca)

Safesport and Rule of Two training is available at [www.thelocker.coach.ca](http://www.thelocker.coach.ca)

Nordiq Canada coaches complete “Making Ethical Decisions” as part of ICC Training.

Biathlon coaches will need to take the course listed in “the Locker.”

Entry into the screening process is achieved by completing this form:

[https://forms.office.com/Pages/ResponsePage.aspx?id=LAV8n5\\_IdU6KT12e3E8uFP0Ula5JVkdBtz-d7SbzK61UN1MzSURNTzRSWjdSUzBDM0IzS1U2SIRaQi4u](https://forms.office.com/Pages/ResponsePage.aspx?id=LAV8n5_IdU6KT12e3E8uFP0Ula5JVkdBtz-d7SbzK61UN1MzSURNTzRSWjdSUzBDM0IzS1U2SIRaQi4u)

Such roles also include individuals being a member of the Highlands Trailblazers club to participate in club programs.

\*Biathletes 15 and older are expected to be SafeSport and Rule of two certified.