

Reporting Inappropriate Conduct



1
Child discloses information or information is discovered indicating a coach/volunteer has acted inappropriately.



2
Coach receiving the report notifies the supervisor/manager.



3
Supervisor/manager notifies head of organization



6
If head of organization determines nature of conduct is NOT sufficiently to warrant a formal investigation, then organization will clarify expectations with coach/volunteer as a reminder.



5
If warranted, manager and head of organization meet with coach/volunteer to discuss allegations and concerns. Source privacy is maintained.



4
Supervisor/manager and head of organization consult if concern is warranted.



7
If nature of conduct is sufficiently serious, an internal follow-up takes place.

a) Inappropriate conduct is not substantiated

- Follow internal policies
- No further action required
- Organization can remind all coaches/volunteers of the Code of Conduct to Protect Children

b) Inappropriate conduct is substantiated

- Varying levels of disciplinary action may be appropriate
 - e.g. Organization might need to report concerns to child welfare or law enforcement

c) Inconclusive

- Work through options, assess risk and consult professionals as needed



9
Adequately supervise and monitor coach/volunteer is consistent with internal policies.