

RUGBY NOVA SCOTIA
Harassment Policy

1. DEFINITION OF HARASSMENT

- 1.1. Harassment is a behaviour, conduct or gestures which is insulting, intimidating, humiliating, malicious or otherwise offensive to an individual or group or which creates an uncomfortable environment, or which might reasonably be expected to cause embarrassment, insecurity, discomfort, offense or humiliation to another person or group.

2. POLICY COVERAGE

- 2.1. Harassment will not be tolerated within the jurisdiction of Rugby Nova Scotia.
- 2.2. All sub-unions and member clubs of RNS shall formally adopt this Harassment Policy and provide proof of such adoption to RNS office.

3. WHO IS COVERED

- 3.1. This policy pertains to all employees, officers, directors, coaches, athletes, officials, volunteers and other members of Rugby Nova Scotia.

4. FILING A COMPLAINT

- 4.1. If any member of Rugby Nova Scotia feels he/she has been subject to harassment, as defined by this policy, he/she is encouraged to submit his/her concerns in writing to either the President or the Executive Director of Rugby Nova Scotia.

5. INVESTIGATION OF A COMPLAINT

- 5.1. An Investigation Committee composed of the President and the Executive Director of Rugby Nova Scotia will conduct an investigation of a complaint. If either of the above is involved in the complaint another member of the Board of Rugby Nova Scotia will be appointed to take his/her place on the Investigation Committee.
- 5.2. If, in the view of the Investigation Committee, the complaint would be best handled by an outside Investigator, such a person shall be appointed by the President of Rugby Nova Scotia.

6. REPORT OF THE INVESTIGATION COMMITTEE

- 6.1. If the Investigation Committee finds that the complaint is valid, a written report including a recommendation for discipline shall be forwarded to the RNS Discipline Committee for review to assure that all people involved in the case received a fair hearing.
- 6.2. The RNS Discipline Committee will have the option of accepting the recommendations as put forth by the Investigation Committee, amending the recommendation, or rejecting the recommendation.
- 6.3. The complainant, and others directly involved in the case, shall receive a written report from the RNS Discipline Committee after it has completed its review of the Investigation Committee Report.

7. APPEAL

- 7.1. If the complainant, or the accused, feels that he/she did not receive a fair hearing and/or disagrees with the recommendations of Investigation Committee and the RNS Discipline Committee, then he/she may file a notice of appeal and request a hearing with the full Board of Rugby Nova Scotia excluding those members previously involved in the case.