



Whistleblower Policy

This policy supplements Calgary Spartans' Respectful Communication & Code of Conduct Policy.

Members of the Calgary Spartans are reminded that they have agreed to be bound by and are subject to the Calgary Spartan's Athlete Code of Conduct and other policies, rules, regulations, and by-laws of Athletics Alberta and Athletics Canada (including the Code of Ethics and Conduct Policy).

- http://www.calgaryspartans.com/wp-content/uploads/2024/03/Respectful_Communication_-_Code_of_Conduct_-_March_2024.pdf
- https://athletics.ca/wp-content/uploads/2023/03/Athletics-Canada-Code-of-Ethics-and-Conduct-Policy_2023_FINAL.pdf

Why This Policy Exists

The Calgary Spartans want to make sure our club is a safe, respectful, and fair place for everyone. If something happens that seems wrong, unfair, unsafe, unethical, illegal, or is a significant breach to Spartans', Athletic Alberta's, and/or Athletic Canada's ethics and conduct policies this policy provides you with a safe and private way to speak up.

Where do I go if I see something wrong?

There are many places you can go for help if something seems wrong or unfair.

1. **Talk to your coach.** Coaches are there for you and may not be aware of the incident that is bothering you.
2. **Talk to the Athlete rep.** The Athlete rep is an older athlete who is also a member of the board. This person has authority to bring issues forward to be solved.
3. **Talk to a board member.** The board members are all listed on the Spartans' website. Each member of the board is working toward creating a healthy and positive environment for everyone. They will take your complaint seriously.

If you're not comfortable with any of the above options and would like to keep your identity private, you may report the incident using the process outlined below.

When to Use the Whistleblower Policy

It may be appropriate to make a confidential report under the whistleblower policy if you:

- Feel unsafe or uncomfortable bringing your concern to your coach or athlete rep
- Already tried those steps but the issue wasn't taken seriously
- Believe the issue involves a coach, staff member, or volunteer in a position of authority (including a board member(s))

What type of things is this policy for?

If something happens or you are aware of conduct that is unsafe, unethical, illegal, or is a significant breach to Spartans', Athletic Alberta's, and / or Athletic Canada's ethics and conduct policies, such as:

- Verbal abuse, threats, or intimidation from a coach, volunteer, or teammate
- Inappropriate physical, emotional, or sexual abuse or harassment.
- Being treated unfairly or excluded because of race, gender, religion, sexual orientation, or disability
- Covering up wrongdoing, willful misconduct, and fraud
- Drug or alcohol use at team events involving minors.

When you report, your identity will be kept private, except to the extent such information must be disclosed by law (for example, in a police investigation).

Our Promise to You

If you report something in good faith (meaning you honestly believe it's wrong), under the Whistleblower Policy we promise:

- You won't be punished, penalized, disciplined, retaliated or discriminated against
- You will be taken seriously
- Your identity and information will be kept private, except to the extent that disclosure is required under law (for example, disclosure to law enforcement in a matter that concerns illegal behaviour)

Intentionally making a false report or providing false information is a serious matter and anyone who does so will may disciplinary action (as determined by Spartans' board of directors).

How to Report Something

If you wish to make a confidential report of a concern or wrongdoing, you should fill out a Safe Sport Complaint Form. You'll need to include:

- A description of what happened (with dates/times if possible)
- Who else was involved or who might have seen it
- Why you think the situation was wrong and warranted reporting

Who You're Reporting To

Your report goes to the Athletics Canada Commissioners Office—a neutral third party that doesn't work for the Calgary Spartans. They're there to protect you and handle things fairly. They will:

- Confirm that you're protected under this policy
- Check if your report is serious, honest, and applies to this policy
- Decide if the matter by law must be disclosed to the police or another organization
- Recommend solutions (like mediation or formal discipline)
- Keep your identity confidential, except to the extent required by law

What Happens Next (If There's an Investigation)

If your report needs further action, here's what usually happens:

- The Athletics Alberta Safe Sport team will lead an investigation
- The Spartans President or alternative board member designate will be told that an investigation is happening—but they won't be told who made the report or what it's about
- The investigation will likely include a follow-up conversation with you, talking to others involved or who may have witnessed the matter reported, and interviewing the person the report is about.

We all have a part to play in keeping the Calgary Spartans a safe, respectful, and honest space. If you ever see or experience something that doesn't feel right — say something. You'll be supported, protected, and treated with respect. Speaking up takes courage. We're here to listen.