



JAYS CARE FOUNDATION PROGRAM IMPLEMENTER CODE OF CONDUCT

Jays Care Foundation is committed to enhancing life skills and creating lasting social change for marginalized children and youth across Canada. We, at Jays Care, take every step to ensure the well-being of each child who participates in our programs as well as to ensure that our staff is carefully selected and trained to deliver safe, reliable programming. All Jays Care programs adhere to the following Code of Conduct:

- 1. In order to protect Jays Care Foundation Coaches, volunteers, and program participants – at no time during any Jays Care Foundation Program (including: Rookie League, Challenger Baseball, Home Run Scholars, Field of Dreams, Take Me Out to the Ball Game, Play Ball!, Girls at Bat, and James Bay Girls at Bat) may a coach/volunteer be alone with a single child where they cannot be observed by others. As Coaches and/or Volunteers supervise children, they should arrange themselves in a way that other Coaches can see them at all times.**
- 2. Coaches shall never leave a child unsupervised.**
- 3. Coaches shall not abuse children including:**
 - 3.1. Physical abuse – striking, spanking, shaking, slapping**
 - 3.2. Verbal abuse – humiliation, degrading, threatening**
 - 3.3. Sexual abuse – inappropriate touching or verbal exchanges**
 - 3.4. Mental abuse – shaming, withholding love; cruelty**
 - 3.5. Neglect – withholding food, water, basic care, etc.**
- 4. Any type of abuse will not be tolerated and may be cause for immediate dismissal.**
- 5. Coaches must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Coaches will have age-appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in pre – determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.**
- 6. Coaches will respond to children with respect and consideration. All children are treated equally regardless of sex, race, religion and culture.**
- 7. Coaches will respect children’s rights to not be touched in ways that make them feel uncomfortable, and their rights to say no. Children are not to be touched on areas of their bodies that would be covered by a bathing suit.**
- 8. Coaches will refrain from intimate displays of affection toward others in the presence of children, parents and Coaches.**
- 9. Coaches must appear clean, neat and appropriately attired.**
- 10. Using, possessing or being under the influence of alcohol or illegal drugs during working hours is prohibited.**
- 11. Smoking or use of tobacco in the presence of children or parents during working and/or program hours is prohibited.**

12. Profanity, inappropriate jokes, sharing intimate details of one's personal life and any kind of harassment in the presence of children or parents is prohibited.
13. Coaches will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact and maturity.
14. Coaches may not be alone with children they meet in Jays Care Foundation programs outside of the Jays Care Foundation program. This includes babysitting, sleepovers and inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval.
15. Coaches are not to transport children in their own vehicles.
16. When travelling by public transportation, bus or walking, Coaches must always have at least 1 Coach/volunteer in the front, 1 Coach/volunteer in the middle and 1 Coach/volunteer at the end of the group.
17. Coaches may not date program participants under 18 years of age.
18. Under no circumstances should Coaches release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent authorization on file with the Jays Care Foundation program).
19. Coaches are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend trainings on the subject, as instructed by a supervisor.
20. In order to protect Jays Care Foundation Coaches, children and the programs(s) themselves – at no time may you use the program name or Jays Care on a personal or other non-authorized web page or in any other public domain on the internet (i.e. Facebook, SnapChat, Instagram, etc. and any other peer networking sites). Similarly, you may not post the Jays Care logo on personal or other websites not authorized by Jays Care.
21. Under no circumstances may a coach/volunteer post identifying information or photos of children on their personal web page or any other public domain on the internet not authorized by Jays Care.
22. Coaches shall not initiate contact with children on-line in any manner, including (but not limited to) email, instant messaging, personal web pages and other public domains on the internet not authorized by Jays Care.
23. If a Coach/volunteer is contacted by a child, the Coach/volunteer can choose to respond either by ignoring the overture or sending a brief reply indicating that on-line communication with children is not allowed.
24. If a Coach/volunteer is contacted on-line by a child, the Coach/volunteer will report such contact to their immediate supervisor within 1 work and/or program day.
25. Coaches should have a fire drill plan (if program is run indoors) and execute a mock fire drill with the children at the beginning of program.

I understand that any violation of this Code of Conduct may result in termination.

Name and Signature

Date