



605 - 50th Street  
P.O. Box 6300  
Edson, AB T7E 1T7  
www.edson.ca



## Town of Edson Facilities, Parks, and Green Spaces Code of Conduct

### **REASON FOR THE Code:**

1. To provide a safe Recreational atmosphere for residents.
2. To effectively deter and manage unsafe behaviours among participants, volunteers, staff, coaches, officials, and spectators.
3. To increase the level of understanding of the importance of creating positive and supportive environments in the Town of Edson's recreation facilities, parks, and greenspaces.
4. To provide code of conduct guidelines for community organizations, participants, spectators, volunteers, and officials.
5. To increase lifelong participation in recreational opportunities in our community.

### **GUIDING PRINCIPLES:**

1. Participation in Recreational services, activities and programs are an important element in the human development process and contribute to a better quality of life.
2. A safe and positive environment provides maximum enjoyment and benefits from participation in Recreational services, activities, and programs.
3. The code of conduct exist to protect all participants, staff, volunteers, officials, coaches and spectators. Everyone has a responsibility in ensuring that they follow through and adhere to the Town of Edson's Code of Conduct.
4. Violent or abusive behaviours such as verbal threats and insults, attempts to intimidate as well as physical assault and battery have no place in Parks, Recreation and Culture Services facilities.
5. Education and information to raise awareness of unsafe behaviours will promote positive and safe environments for all participants, staff, volunteers, officials, coaches, and spectators that use or visit Town of Edson's recreational facilities, parks, and green spaces.



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### **INAPPROPRIATE BEHAVIOUR:**

Inappropriate behaviours include but are not limited to the following:

- Bullying of any type
- Verbal assaults/ put downs/ name calling
- Threats and attempts to intimidate
- Throwing of articles in a deliberate or aggressive manner
- Aggressive approaches to other individuals
- Physical striking of other individuals
- Engaging in horseplay, causing unsafe conditions
- In-line skating/skateboarding/bicycling, except where permitted at specific facilities
- Blocking corridors/thoroughfares/stairways/exits
- Attempts to provoke or incite violence in others
- Engagement during unsolicited comment or conduct
- Displaying of abusive or offensive materials, words, images
- Participation while under the influence of drugs or alcohol, or while in possession of weapons, drugs, and other illegal or banned items.
- Any type of vandalism

These behaviours can be intentional or unintentional and can be between but are not limited to coach to participant, participant to participant, participant to volunteer, spectator to participant, participant to staff, participant to official. Any inappropriate behaviour is a breach of the Code of Conduct and **Will Not Be Tolerated**.

### **ENFORCEMENT:**

Individual(s) and/or organizations that breach the Code of Conduct will be subject to immediate expulsion from the facility at which the breach occurs. In the case of a breach by an organization, staff may take steps to shut down or otherwise make the Town of Edson's recreational facilities, parks, and green spaces unusable by that organization. Furthermore, depending on the severity of the breach, a further suspension and penalty may be determined by the General Manager of Community and Protective Services, or a designate, may be imposed in accordance with the Suspension Procedures herein.



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### **Enforcement Procedures:**

#### **Staff who witness a breach of the Code of Conduct or to whom a breach is reported shall**

1. Assess and make attempts to de-escalate the situation
2. Notify other staff of the situation (radio? Depending on severity of the situation at hand)
3. Issue verbal **request** to participant to refrain from the prohibited activity
4. Issue verbal **warning** to participant to refrain from the prohibited activity
5. Issue verbal **direction** to participant to leave the property, citing the reason as failure to refrain from the named prohibited activity
6. Upon refusal by participant to leave, call the RCMP
7. Advise facility manager responsible for facility of breach and action taken
8. Prepare a report including activity, action taken, identification of offender including name, phone number, address.

### **Suspension Procedure:**

1. Staff to meet with participant and where participant is under the age of eighteen to include parent(s) and explain Code of Conduct and breach. Ensure that expectations of the Code of Conduct are clear to participant and/or parent(s).
2. If participant is involved in a second breach of the Code of Conduct, the General Manager of Community and Protective Services or the facility Manager will meet with participant and/or parent(s) to discuss the breach, and where suspension is imposed, issue written notice to the participant and/or parent(s), with copy to the Town of Edson's CAO.
3. If participant is involved in a third breach of the Code of Conduct, the General Manager of Community and Protective Services, or a designate, will impose a suspension from the Town of Edson's recreational facilities, parks, and green spaces ranging from a suspension of 7 days to an indefinite suspension

### **APPEAL:**

Where a suspension is imposed, the Town of Edson will advise the participant or organization in writing that the individual or group has the right to appeal the suspension. Having been so advised, the participant may appeal the suspension in writing to the General Manager of Community and Protective Services. Upon receiving a written request, staff will arrange a meeting at which the appeal will take place.

The appeal meeting will be attended by the General Manager of Community and Protective Services and the facility Manager, the participant or up to 2 representatives of the organization, or where the



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participant is under eighteen years of age, his or her parent(s). The meeting may also be attended by one other person of the participant's choosing.

A decision on the appeal will not be made during the meeting but will be communicated by staff to the participant in writing within 5 days of the meeting.

Where a decision to suspend is reversed by the appeal process, the General Manager of Community and Protective Services will ensure the Facility is aware that the suspension has been lifted.

By Signing this code of conduct, you, and the organization you are representing are agreeing to uphold and follow the Towns of Edson's Code of Conduct. Failure to do so will result in disciplinary action.

\_\_\_\_\_  
**Name of Town Representative (Print)**

\_\_\_\_\_  
**Name of User Group Representative (Print)**

\_\_\_\_\_  
**Signature of Town Representative**

\_\_\_\_\_  
**Signature of User Group Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**