

Community Centre Respectful Environment Policy

The Community Centre is responsible for providing members with a Respectful Environment free from discrimination, harassment, disruptive conflict and violence. This includes: sexual harassment and harassment based on ancestry, race or ethnic or national origin, colour, religion, age, sex, marital status, family status, physical or mental disability and sexual orientation.

Everyone has the responsibility for maintaining a Respectful Environment. Use discretion and recognize the sensitivities of others regardless of a person's status at the Centre.

Although disrespectful behaviour, conflict and harassment can be defined, in practice they can overlap. The following definitions, although not all-inclusive have been designed to accommodate the different types of concerns that may arise:

Disrespectful Behaviour is improper behaviour that is unwelcome and inappropriate. It may happen once or continue over time. It can include:

- Rude comments and swearing as well as spreading unfounded or misinformed rumours that damage people's reputation.
- Actions that invade privacy or personal property or unwelcome gestures.
- Displays or distribution of printed or electronic material that offends.

A Disruptive Conflict is defined as an ongoing dispute or a communication break-down between two or more individuals that impacts their ability to work productively and cooperatively in the Community Centre.

Harassment is any behaviour that demeans, humiliates or embarrasses a person, and that a respectful person should have known would be unwelcome. It may be a single incident or continue over time. It includes:

- Verbal abuse
- Actions such as touching or pushing
- Comments such as jokes and name calling
- Displays such as posters and cartoons
- Abuses of power such as threats or coercion

There shall be no discrimination or harassment as defined by the Manitoba Human Rights Code which includes the following characteristics: ancestry, race, ethnic or national origin, political belief, religion, family status, sexual orientation, source of income, and physical or mental disability.

Violence is defined as a threat that may include but is not limited to any act, gesture or statement that may be interpreted as threatening or potentially violent. A violent act is one that causes or may cause physical harm to persons or damage to the property. The "Linden Woods Community Centre" is committed to providing an environment safe from threats and violence for all members. Any member who engages in such acts will be subject to disciplinary action up to and including termination from club activities.

It is expected that all members, patrons, volunteers, and employees will contribute to their Respectful Environment.

THE PROCESS

Step 1: Resolving the Problem on Your Own

The person who objects to the unwelcome behaviour is encouraged to approach the other party directly and ask that the behaviour stop. If it does not stop, the person who objects should proceed to Step 2.

Step 2: Problem Solving

The person who objects to the unwelcome behaviour should discuss the matter with the President of the Community Centre or designate. The President should discuss the issues with the individuals and attempt to resolve the matter. This step provides an opportunity to resolve issues without formal documentation. If the matter cannot be resolved it proceeds to Step 3.

Step 3: Resolution of the Issue

The Board of Directors or designate will assess the circumstances surrounding the situation by obtaining information from the two parties involved. It is the responsibility of the Board to obtain facts about what occurred so that it can respond to the allegations and take corrective action. In accordance with the policies and the Manitoba Human Rights Code, the Board bears the responsibility of ensuring that there is no violation of the principles of a Respectful Environment and will resolve the situation.