

## **EDMONTON YOUTH ORCHESTRA POLICIES, PRINCIPLES & PROCEDURES**

### **MEMBER BEHAVIOUR POLICY (Adopted – May 25<sup>th</sup>, 2019) Updated Feb 9<sup>th</sup>, 2021**

#### **PRINCIPLES:**

##### 1. EYO Policies:

Treat all persons fairly and respectfully.

Are non-discriminatory and non-intrusive.

Incorporate open, honest, timely and appropriate communication with membership.

Are made in a timely manner.

Provide appropriate confidentiality and privacy.

Ensure that all persons have access to information regarding policies, procedures, rights and responsibilities.

Operate with clear written expectations for conduct and handling of complaints.

#### **POLICY STATEMENT:**

The Edmonton Youth Orchestra fosters a musical community founded on the fundamental dignity and worth of all of its members. The EYO is committed to maintaining an environment that is free from any form of physical, sexual, emotional, verbal, or psychological abuse, neglect or harassment.

The Edmonton Youth Orchestra protects the safety, security, and reputation of its members by requiring high standards of respectful and responsible behaviour by members at all times. Alleged incidents of physical, sexual, emotional, verbal, or psychological abuse, neglect or harassment are investigated and resolved in a fair and timely manner.

#### **SCOPE:**

This policy applies to member misconduct that occurs during EYO rehearsal time, concerts and organized activities, whether at normal rehearsal space or other venues.

Misconduct that occurs during Orchestra break times and/or outside designated rehearsal space or supervised areas is not covered by this policy.

#### **DEFINITIONS:**

- Physical Abuse is defined as but not limited to the use of intentional force that can result in physical harm or injury to an individual. It can take the form of slapping, hitting, punching, shaking, pulling, throwing, kicking, biting, choking, strangling or the abusive use of restraints.
- Sexual Abuse involves any sexual activity where consent is not or cannot be given. This includes sexual contact that is accomplished by force or threat of force, regardless of the age of the participants, and all sexual contact between an adult and a child, regardless of whether there is deception or the child understands the sexual nature of the activity. Sexual contact

between an older and a younger child also can be abusive if there is a significant disparity in age, development, or size, rendering the younger child incapable of giving informed consent. The sexually abusive acts may include sexual penetration, sexual touching, or non-contact sexual acts such as exposure or voyeurism.”<sup>1</sup>

- Emotional Abuse is defined as but not limited to a chronic attack on an individual’s self-esteem. It can take the form of name calling, threatening, ridiculing, berating, intimidating, isolating, hazing, habitual scapegoat, blaming.
- Verbal Abuse is defined as but not limited to humiliating remarks, name calling, swearing at, taunting, teasing, continual put downs.
- Psychological Abuse is defined as but not limited to communication of an abusive nature, sarcasm, exploitive behaviour, intimidation, manipulation, and insensitivity to race, sexual preference or family dynamics.
- Neglect is defined as but not limited to any behaviour that leads to a failure to provide services which are necessary such as withdrawing basic necessities as forms of punishment, failing to assess and respond to changes in health status and refusing or withdrawing physical or emotional support.
- Harassment is defined as but not limited to any unwanted physical or verbal conduct that offends or humiliates, including gender-based harassment. It can be a single incident or several incidents over time. It includes threats, intimidation, display of racism, sexism, unnecessary physical contact, suggestive remarks or gestures, offensive pictures or jokes. Harassment will be considered to have taken place if a reasonable person ought to have known that the behaviour was unwelcome.
- Disciplinary action includes consequences that may or may not affect the member’s standing and can range from a verbal warning, written warning, probation, restitution, or requirement to withdraw from the EYO.
- Member misconduct is defined as member behaviour that has been deemed unsafe or disruptive and has interfered with the normal functioning of the EYO and its rehearsals and/or performances.

## **PROCEDURE:**

1. Allegations of member misconduct addressed within this policy that affect another member and are communicated to the General Manager or a Board Member are to be referred to the President as soon as possible.
2. When it is determined that a member poses an immediate threat to themselves or other members, the Music Director, the General Manager or a Board Member has the right to take immediate and necessary action to resolve the incident. In the event of an incident the President or General Manager must be informed as soon as possible. If the General Manager is informed, they will advise the President immediately.

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<sup>1</sup> Taken from: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. *Preventing child sexual abuse within youth-serving organizations: getting started on policies and procedures*. 2007.  
<https://www.cdc.gov/violenceprevention/pdf/preventingchildsexualabuse-a.pdf>

3. Upon notification of either 1 or 2 above, the President (or Vice President in lieu) will convene an ad-hoc Committee consisting of the EYO President, Vice President and others as deemed necessary to review and discuss the allegation as soon as reasonably possible. The ad-hoc committee will decide on an appropriate process and engage and/or contract with legal or law enforcement resources as deemed necessary. Confidentiality will be maintained within the ad-hoc Committee.

4. The EYO Board will be informed if necessary, at an appropriate time by the President. In the event the ad-hoc Committee recommends a course of action or disciplinary action with respect to the membership of an individual, the EYO Board will be asked to formally ratify the recommendation.

**POLICY REVIEW DATE:** May 25<sup>th</sup>, 2019 (Draft Updates February 9<sup>th</sup>, 2021)

**EFFECTIVE DATE:** May 25<sup>th</sup>, 2019

**REVISION HISTORY:** NA February 9<sup>th</sup>, 2021 (added Definitions, revised Policy Statement)

**CONNECTION TO BOARD POLICIES:** EYO policies will be reviewed annually by the EYO Board.