

RULE OF TWO IMPLEMENTATION MATRIX - 3 YEAR OPTIONS

Definition	The goal of the Rule of Two is to ensure all interactions and communications are open, observable and justifiable.
Purpose/Intent	Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring that more than one adult is present. There may be exceptions for emergency situations.
Implementation	Each organization will differ in its ability, and the degree to which, it is able to implement the Rule of Two. This chart has been developed to assist organizations to create realistic strategies to meet their specific context.

STEP 1

Determine your organization's current ability to implement the Rule of Two

STEP 2

Based on your organization's current state, below are some examples of policies and procedures that your organization should consider implementing within the given timeline in order to move towards a greater compliance with the definition of the Rule of Two

	Year 1	Year 1	Year 2	Year 1	Year 2	Year 3
Policies						
Code of Conduct Policy	✓	✓		✓		
Travel Policy	✓	✓				
Rule of Two Policy	✓		✓			
Coach agreements	✓	✓		✓		
Athlete agreements	✓	✓		✓		
Parental consent forms	✓	✓		✓		
Review and refine policies and agreements annually	✓		✓			
Implementation						
Create an implementation plan for phasing in Rule of Two	✓		✓			
Create a system for recognizing, responding to and reporting instances that contravene the spirit or practice of the Rule of Two	✓		✓			
Budget for additional costs relating to additional people required for travel	✓		✓			
Option - Seek Membership agreement to increased fees to cover additional	✓		✓			
Review learnings and refine procedures and processes	✓		✓			
Assess degree to which the safety in both the training/competing and non-training/competing environments has been enhanced	✓		✓			
Certification and Training						
Implement opportunities for Coaches to gain NCCP certification	✓		✓			
Education & Awareness						
Conduct regular information sessions with coaches, parents, volunteers to:	✓	✓				
Create awareness of issues						
Identify vulnerable situations						
Brainstorm for solutions to implement Rule of Two						

STEP 3

Background screening is a vital component to protecting your athletes and your organization from unwanted individuals. Organizations that are unable to fully implement the Rule of Two should, at a minimum, have a comprehensive background screening process for all their coaches and volunteers.

Background screening of coaches and volunteers is completed in accordance with Background Screening matrix	Comprehensive background screening of ALL coaches & volunteers must be done using ALL tools in the Background Screening Matrix including: Application Forms * Letters of Reference * E PIC * Criminal Reference Check * Orientation	Comprehensive background screening of ALL coaches & volunteers must be done using ALL tools in the Background Screening Matrix including: * Application Forms * Letters of Reference * E-PIC * Criminal Reference Check * Orientation
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Examples of additional good practices in Rule of Two Implementation

The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.

Allow training environment to be open to observation.

Ensure a participant rides in a coach's vehicle with another adult present.

Consider the gender of the participant(s) when selecting the screened coaches and volunteers who are present. Consult the CCES for more information: <https://cces.ca/gender-inclusivity>

Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents.

More information: www.coach.ca/responsiblecoaching