



City of Commerce  
Parks & Recreation

# Standard Operating Procedure

## Harassment

The City of Commerce Parks & Recreation Department is committed to providing recreational and leisure activities for our residents that are free from harassment. The Aquatics division has a policy that prohibits harassment, both sexual and non-sexual, of program participants.

The Department recognizes that any harassment is a serious offense. The Department is committed to providing a fun, recreational and educational program, where participants have the right to enjoy the leisure activities in an environment free from intimidation, ridicule and insult, and to be treated with courtesy, dignity and respect. Every participant is expected to adhere to a standard of conduct that is respectful to all participants within their environment.

Harassment is uninvited, unwanted and unwelcome attention. It is a serious action and will face serious consequences. Our Policy is as follows:

- I. Every athlete will adhere to a code of conduct and must treat others with courtesy and respect in the locker rooms, special events, non-competitive, and competitive activities.
- II. Each athlete must have a signed parent consent authorization form that allows the member to participate in games, scrimmages or swim meets against members of the opposite sex.
- III. Any game, scrimmage, or meet that is played against a team of the opposite sex must have a team roster that contains each players name and assigned cap numbers that must remain the same for the entire game.
- IV. When our team is playing members of the opposite sex, the Commerce coach will discuss with the opposing team's coach that good sportsmanship rules shall be followed and that inappropriate touching and/or excessive violence that creates a hostile environment will not be tolerated. Each coach will remind his/her team of the consequence of any inappropriate action that is performed deliberately and maliciously during the game. If any inappropriate behavior occurs deliberately and with malicious intent, and is reported, the proper authorities will be called and formal charges may be filed on behalf of the victim.

The City of Commerce reserves the right to review the standard operating procedure at any time and make appropriate changes.