

SA Track Ultra Anti-Harassment Policy & Procedures	Approval Date:	7 March 2023
	Version No:	1

PURPOSE

To ensure that all participants, officials, volunteers and spectators associated with SA Track Ultra enjoy an environment free from harassment of any kind, including sexual harassment.

POLICY

Harassment of any kind is not acceptable at SA Track Ultra and complaints related to behaviour of this nature will be treated as serious and will be dealt with promptly, confidentially and impartially. No person who lodges a complaint with respect to harassment will be disadvantaged because they have made the complaint.

PROCEDURES

- Any person associated with SA Track Ultra who feels he/she has been the recipient of harassment at a SA Track Ultra event or is likely to be a recipient from a party associated with SA Track Ultra is urged to promptly contact SA Track Ultra through the designated communication portals. Designated communication portals include:
 - Facebook private message to the official SA Track Ultra account
 - Text or phone call to the business number
 - Email to the designated business email

In-person complaints can be made to either the SA Track Ultra organiser (Dawn Parks) or a race director at an event.

- Complaints can be formal or casual in nature. In the complaint, the concerned party should state the reason for the concern, including which harassing actions he/she has personally received and if he/she is aware of a pattern of behaviour. The party should also state, if known, which actions he/she would prefer to be undertaken to prevent future harassment.
- SA Track Ultra representatives (including, but not limited to, the event organiser, race director, or advisory board members) will consider the complaint, gather further information (if necessary), and discuss reasonable preventative actions. These actions can include, but are not limited to, mediation discussions, action plans for all parties related to the concern/complain, and (in serious cases) police response.
 - All actions plans will have clear guidelines on expected behaviour and clearly stated repercussions if the expected behaviour is not produced, including restricted access or dismissal from future SA Track Ultra events and future associations with SA Track Ultra.
- If a complaint/concern is noted during an event regarding one of the participants, volunteers, or supporters, SA Track Ultra reserves the right to ask one or all parties to vacate the event until a timely resolution can be made.
- All concerned parties must accept a decision made by SA Track Ultra as final.
- The process and responsive actions of any concern/complaint will be based on the principles of justice.
 - Both the complainant and the respondent must know the full details of what is being said against them and have the opportunity to respond. In situations in which

anonymity is chosen and enacted, the respondent will be informed of the full allegation(s) made.

- The decision maker(s) will be unbiased, fair and just
 - o If it is believed the event organiser, race director, or other deciding parties cannot make unbiased decisions, the conflict will be referred to representatives who are unbiased.
- Penalties imposed will be fair and reasonable.
- All concerned parties must accept a decision made by SA Track Ultra as final.

