

Community Standards DRAFT

Revised 2022-02-17

First and foremost, the Scola della Scherma Storica (“Scola”) aims to be a diverse and inclusive community that welcomes individuals from a broad range of backgrounds, identities, and fitness and experience levels. The Community Standards outlined in this document serve to promote a training culture conducive to this.

Some definitions which apply to the following document:

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| Instructor | Any individual acting in an instructional capacity for the Scola. |
| Participant | Any individual participating in a Scola event, class, activity, or community space, including online spaces such as Discord. |
| Member | Any participant currently up to date with Scola membership dues and otherwise in good standing according to the club charter. |
| Board | Scola members currently elected to and serving on the administrative board as laid out in the club charter. |

Code of Conduct

The Code of Conduct applies to all participants, whether club members or guests, in any event, class, activity, or community space, including online spaces such as Discord. By participating in Scola activities, you agree to abide by these rules.

1. Participants are expected to behave in a safe and respectful manner and to treat others respectfully, equitably, and with patience.
2. Discriminatory behaviour and harassment are prohibited. This includes, but is not limited to, discrimination based on race, gender identity, sexual orientation, ethnic or religious background, and ability, as well as verbal, physical, and sexual harassment.
3. Activities are opt-in. If an activity feels unsafe, a participant may stop at any time. Participants are encouraged to tell their instructors and training partners about any injuries, disabilities, or other issues that may affect their training.
4. A participant’s level of force and resistance must be adjusted to an appropriate level for their training partner and the current activity. If unsure, participants should ask their partner or instructor.
5. Only instructors may provide instruction unless an activity explicitly calls for peer coaching.
6. Prior to sparring with a new weapon, participants must go through a safety orientation and be cleared to fight by an instructor. Unsafe behaviour, whether deliberate or unintentional, during sparring is grounds to have sparring privileges temporarily revoked and may be subject to additional disciplinary action.
7. Participants must wear at least the minimum level of safety gear required for the activity they are participating in. These gear requirements can be found in the most recent revision of the Student Handbook.

8. Participants are responsible for the care, transportation, and maintenance of their gear. If an instructor deems any piece of equipment unsafe, it may not be used until the issue has been resolved and it has been cleared by an instructor.
9. Equipment borrowed from the Scola must be returned at the end of the activity it was loaned for, in the condition in which it was received (barring normal wear and tear). Participants may be held financially responsible for missing or damaged equipment that was left in their care.
10. Participants will respect the rules and requests of those who provide the spaces Scola uses for its activities.

Participants who violate these rules or engage in any other behaviour that endangers or harms the physical or mental wellbeing of others will be asked to stop and may be subject to disciplinary action.

Although activities in the broader historical martial arts community are subject to the rules of the hosting organization or individual(s), participant conduct at outside activities which grossly conflicts with this Code of Conduct, and particularly points 1 and 2, may be subject to disciplinary action.

Reporting

Violations of the Code of Conduct or any other incident during a Scola activity which makes you feel uncomfortable or unsafe should be reported. You may contact any instructor about the incident in person or via email. If you are concerned about the conduct of an instructor, any board member can be spoken to or contacted via email, or an email can be sent directly to the Scola contact email at scola.scherma.storica@gmail.com, which is monitored by Erin McMorrow.

All incidents brought to the attention of an instructor and requiring disciplinary action will be recorded in writing and brought to the attention of the board, who will determine appropriate disciplinary action.

Disciplinary Process

Behaviour which violates the Code of Conduct will be stopped by an instructor as soon as it is noticed, and the individual in question told how to correct the issue. Depending on severity and nature, violations of the Code of Conduct may result in disciplinary action, and the perpetrator may be removed from the activity or training space and may lose future training privileges.

Once a complaint has been received by the board, the following steps will be taken:

1. The board will appoint a qualified board member to handle the complaint (the “adjudicator”). If there is a conflict of interest, an affected board member will recuse themselves from this discussion and the handling of the complaint.
If all board members have a conflict of interest, they will work with the complainant or an authorized representative of the complainant to select an outside adjudicator. The outside adjudicator will agree to abide by this document’s guidelines, and the board and complainant will agree to abide by the adjudicator’s decisions.
2. The adjudicator will collect as much relevant information about the incident as possible, and may ask additional questions of individuals involved, collect witness statements, review available audio or video recordings, etc. All reasonable efforts will be made to maintain the complainant’s anonymity should they desire.
3. If the adjudicator determines the complaint is substantiated (they believe, on reasonable grounds, that the subject of the complaint violated the Code of Conduct, Instructor Code of

Conduct, or both), they will follow the disciplinary guidelines outlined in this document in order to determine appropriate disciplinary action. If the complaint is not substantiated, no disciplinary action is required.

4. The adjudicator will produce a written report detailing their decision and the reasoning behind it.
5. The adjudicator will inform both the complainant or an authorized representative and the subject of the complaint of their decision. Both parties may ask to review the written report at any time. If anonymity is requested, the report may be modified to remove complainant's identifying details before being provided to the subject.

All records relating to a complaint will be retained as part of the Scola's records, regardless of whether the complaint is substantiated.

Both the complainant and subject may appeal an adjudicator's decision to the board. An appeal may be granted if it is made clear that important evidence was left out of the information gathering process, or if a conflict of interest on the part of the adjudicator is revealed.

If an appeal is granted, a new adjudicator will be appointed according to the above selection guidelines. The new adjudicator will review the evidence as well as any new evidence presented by the complainant and/or subject. They will then make their determination and produce a written report as outlined above.

Complaints that are found to have been made in bad faith may themselves be subject to disciplinary action. Unsubstantiated complaints made in good faith are not subject to discipline, and retaliation against a complainant is to be considered harassment.

General Response Guidelines

Instructors are authorized to take appropriate and immediate action if violations of the Code of Conduct occur during an activity in which they are present.

The following are general guidelines with examples of violations and appropriate disciplinary actions. This list is not exhaustive and is to be used as a general framework for assessing the severity of and appropriate response to violations.

| Severity | Example Behaviours | Immediate Response | Discipline and Follow Up |
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| High: irreparable breaches of trust and safety | Assault; abuse of power by instructors or senior student; stalking or ongoing harassment; retaliation against a good faith complainant; deliberate endangerment of another participant | <ul style="list-style-type: none"> • Remove perpetrator from the activity • Ensure victim's safety and provide necessary medical care • Record statements from victim and witnesses • Report incident to board | <ul style="list-style-type: none"> • Cancel perpetrator's membership and inform them in writing that they have been banned from Scola activities • Discuss legal options with victim(s), if relevant |

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| | | | <ul style="list-style-type: none"> Review final incident report and make necessary Scola policy and training changes |
| <p>Medium: violations that single out individuals or groups for targeted abuse, or dramatically affects safety through negligence</p> | <p>Verbal harassment; hazing or pranks; bullying and deliberate exclusion; deliberate sabotage of training exercises; repeat or ongoing major safety violations</p> | <ul style="list-style-type: none"> Remove perpetrator from the activity Ensure victim's safety and provide necessary medical care Record statements from victim and witnesses Report incident to board | <ul style="list-style-type: none"> Based on severity of violation and perpetrator's prior conduct, temporarily or permanently ban them from Scola activities and inform them in writing If ban is not permanent, work with victim and instructors to make plan for reconciliation and reintegration of perpetrator Review final incident report and make necessary Scola policy and training changes |
| <p>Low: Minor behaviour that creates a hostile, uncomfortable, or unsafe training environment</p> | <p>Casual use of slurs and/or stereotypes; inappropriate sexual comments and/or attention; repeat or ongoing minor safety violations</p> | <ul style="list-style-type: none"> If necessary, remove perpetrator from the activity Inform perpetrator that the behaviour is not appropriate and tell them how to correct the issue Follow up with victim and confirm the behaviour has been addressed, as well as provide any other immediately required assistance Report incident to board | <ul style="list-style-type: none"> Review perpetrator's actions and history and determine if remedial coaching or other corrective action is necessary, and inform relevant instructors and perpetrator of follow up steps For repeat offenders, escalate to temporary or permanent ban and inform them in writing Review final incident report and |

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| | | | make necessary Scola policy and training changes |
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Instructor Code of Conduct

Above all, instructors are responsible for allowing and facilitating participants to train without undue risk to their safety. Although mental and physical discomfort are normal parts of martial arts training, mental and physical harm are not.

All Scola participants are expected to abide by the Code of Conduct, but instructors will be held to higher behavioural standards in recognition of their role in maintaining the Scola community and culture and will abide by the following additional rules.

In addition to being subject to the Disciplinary Process like any other participant, instructors who fail to follow the Code of Conduct and/or Instructor Code of Conduct may be temporarily or permanently relieved of teaching duties.

- Gross negligence or deliberate infliction of harm of any kind will result in removal from all instructing duties and, depending on the severity of the incident, may result in additional disciplinary action.
- Although instructors are not prohibited from forming intimate relationships with other participants, they must be mindful of the inherent power imbalance between teacher and student.
- Intimate relationships with other participants must be disclosed to the Scola board as soon as feasible.
- Instructors who show a pattern of pursuing intimate relationships with participants in student roles may be removed from their instructor position and may be subject to further discipline if the behaviour constitutes sexual harassment.
- Instructors are expected to treat their intimate partners no differently than other participants during Scola activities.
- Abuse of instructor authority in any way, including but not limited to mistreatment of participants, reduction in quality of instruction or threats to do so, or use of participant private data for purposes not relating to the Scola will result in the instructor being removed from their duties and may be subject to further disciplinary action as appropriate.

Reporting

Reports regarding violations of the Instructor Code of Conduct or any other complaint about an instructor's behaviour will be handled in accordance with the Reporting process outlined in the Code of Conduct.

A Note on this Document

We are indebted to Kaja Sadowski, their book *Fear is the Mind Killer*, and Valkyrie Western Martial Arts Assembly for providing a solid foundation to build our club's safety culture on.