



# International Quidditch Association Policy on Harassment

## 1. Policy Purpose & Intent Statement

Inclusivity is a core value of the International Quidditch Association and the sport of quidditch. The IQA and its members believe that it is incredibly important that quidditch events are inclusive and safe places for all people involved.

## 2. General Policy

The IQA and its members will not tolerate Unlawful Behavior, Discrimination, Harassment, or Abuse at any Event.

## 3. Definitions

- a. **Abuse** means the cruel or violent treatment of a person, and includes sexual, physical, mental, and emotional abuse.
- b. **Discrimination** means the unjust or prejudicial treatment of a Person based upon actual or perceived sexual orientation, race, color, creed, religion, religious dress and grooming, sex, age, national origin or ancestry, physical or mental disability, marital status, registered domestic partnership status, gender expression, gender identity, or any other status protected by Local Law.
- c. **Event** means any tournament, game, match, series, convention, workshop, training, scrimmage, or practice at which quidditch is played, promoted, or otherwise planned in relation to the formal program, or any social event associated therewith.
- d. **Harassment** means aggressive pressure or intimidation based upon actual or perceived sexual orientation, race, color, creed, religion, religious dress and grooming, sex, age, national origin or ancestry, physical or mental disability, marital status, registered domestic partnership status, gender expression, gender identity, or any other status protected by Local Law.
- e. **Local Law** means any international, national or local law applicable where any relevant conduct occurred.
- f. **Members of the IQA (“Member”)** means any Full Member or Associate Member of the IQA as defined in Article IV of the IQA constitution.
- g. **National Governing Body (“NGB”)** means any entity recognized as the national governing body for the sport of quidditch in its jurisdiction.
- h. **Person** means a natural person.





- i. Unlawful Behavior means any conduct that violates Local Law
- j. IQA means IQA Sport, Inc. (a/k/a the International Quidditch Association).

#### 4. Scope

This policy applies to all Persons and entities involved in activities of the IQA or activities of members of the IQA. This includes but is not limited to:

- a. Employees of the IQA
- b. Volunteers of the IQA
- c. Event-based volunteers of the IQA (this includes but is not limited to tournament committees, game officials, and any other individual who is an official tournament volunteer)
- d. Employees or volunteers of Members of the IQA
- e. Athletes or other team-affiliated personnel (this includes but is not limited to coaches, managers, photographers and team-support staff) at an Event
- f. Members of the IQA

#### 5. Responsibility of Members

All Members of the IQA that are not Persons are required by August 31, 2020, to implement this or a substantially similar policy within their own NGB or organization. All Members that are not Persons that fail to meet this obligation will forfeit their membership status. Exceptions may be granted on a case-by-case basis. To maintain membership status, all Members that are not Persons must have its policy approved by the IQA. Adoption of such a policy is required by Section 4.05(i) of the IQA Constitution. All NGBs are responsible for ensuring that their policies are compliant with the law in their jurisdiction. The IQA will be available to consult with all Members that are not Persons prior to this time and if the IQA fails to meet this obligation will extend the period for compliance.

#### 6. Reporting Procedures

##### a. Members of the IQA Obligations

Each Member that is not a Person should designate a minimum of two Persons to whom a complaint may be made within their own jurisdiction. The identity of these Persons must be posted on the Member's website or, if no website exists, a digital platform through which the Member regularly communicates with its members.

- For Belgian Quidditch Federation, these members will be:
  - Hadrien De Wannemaeker, president, [president@quidditchbelgium.be](mailto:president@quidditchbelgium.be)
  - Hanne Van Tichelt, secretary, [communications@quidditchbelgium.be](mailto:communications@quidditchbelgium.be)
  - Arnaud Bordoux, gameplay director, [gameplay@quidditchbelgium.be](mailto:gameplay@quidditchbelgium.be)

##### b. In-person Occurrence

Except as otherwise set forth in subparts i) and ii) of this Section 6 below, any complaint stemming from an in-person interaction shall first be reported to the NGB in which the offending conduct occurred.

- i) Event Hosted by the IQA or a Member of the IQA

If conduct occurs at an Event hosted by the IQA or a Member, complaints stemming from such conduct shall be made to a hosting Member or organizing party of the Event.





■ ii) Not Safe to Report

If the individual making the complaint deems it inappropriate for any reason to report conduct to the Member with jurisdiction over the complaint, they may make the complaint directly to the IQA or another Member who, in their judgment, is an appropriate recipient of the complaint. If such a Member of the IQA does not feel that they are an appropriate recipient, they may refer the complaint to the IQA.

c. Non-in-person Occurrence

If a non-in-person interaction gives rise to objectionable conduct, a complaint may be made to either the NGB of the alleged offender or the NGB of the complainant. If the complainant determines for any reason that neither party is an appropriate recipient, they may make the complaint directly to the IQA.

d. Complaints to the IQA

Any complaints made to the IQA may be made to

- 1) the IQA Human Resources Director ([human.resources@iqasport.org](mailto:human.resources@iqasport.org));
- 2) the IQA CEO ([executive.director@iqasport.org](mailto:executive.director@iqasport.org)); or
- 3) the Chair of the IQA Board of Trustees ([trustees@iqasport.org](mailto:trustees@iqasport.org)).

If any IQA volunteer becomes aware of such complaint they should encourage and support the complainant to raise the complaint with the appropriate person in line with the policy. Members should designate similarly appropriate individuals to receive complaints.

e. Contents of Complaint

Any complaint to the IQA should include the following information. Members may change this list in their own policies as they deem appropriate.

- The name(s) and contact information of individuals involved, including the individual/s making the complaint, any other aggrieved individuals, any individuals alleged to have committed the wrongful action, and any other individuals that might have additional information on the alleged conduct.
- A short statement of the action/s that are giving rise to the complaint.
- A summary statement of the reasons to believe that misconduct has occurred, including any evidence that the misconduct occurred.
- Details of any related complaints made to other organizations, to the extent known.

f. Action Upon Receipt of a Complaint

The IQA will take any complaint seriously. The IQA Board of Trustees will appoint a committee, which will be tasked with reviewing any complaint received. A list of committees will be publicly available on the IQA's website and will contain the names of committee members as is safe and appropriate. This committee will review the submitted materials and within 30 days take one of the following actions:





- Inform the complainant that based on the information provided there are insufficient grounds for further action (this action should be reserved for complaints that on their face do not allege wrongdoing governed by this policy)
- ii) request additional information from the complainant or other aggrieved parties
- iii) begin an investigation

In this same communication, the IQA will inform the complainant that they received the complaint, provide a copy of this policy and offer to answer any questions the complainant may have and inform the complainant, which of the above actions are being taken. The IQA and any Member should also inform the complainant as to when they can expect additional communication.

As appropriate, the IQA will attempt to contact any other aggrieved parties. The IQA may choose, at its sole discretion, to not continue with an investigation if a lack of communication from aggrieved parties would hinder the investigation.

Members may adopt their own procedures regarding this section.

**g. IQA Investigations**

IQA volunteers are not trained investigators nor are they experts in this field. When tasked with conducting an investigation, they will:

- Presume all Persons are innocent unless a preponderance of the evidence suggests otherwise
- Understand that most complaints are genuine and act in a professional manner that does not victimize any individual
- Treat all individuals fairly, respectfully and professionally
- Seek to establish the truth
- Work to swiftly resolve the issue at hand in a fair and appropriate way

Members may establish their own policies for investigations in consideration with the above principles.

The IQA reserves the right to suspend an individual from IQA events and activities pending further investigation.

**h. Confidentiality**

All complaints made to the IQA will be kept confidential. However, the appointed committee may deem it necessary to discuss the complaint with IQA employees or volunteers, witnesses, experts and other individuals, including volunteers of Members. The IQA will attempt to keep complainants abreast of disclosures, but this may not always be possible. The IQA will be respectful of the complainant as it conducts its process.





## 7. Improper Complaint

If at any point in the complaint handling process the IQA determines that a complainant has knowingly made an untrue complaint, or the complaint is malicious or inappropriately intended to cause distress to the respondent, the IQA may consider appropriate action, including possible disciplinary action against the complainant.

## 8. Discipline

The IQA reserves the right to take any disciplinary action that it deems appropriate. These may include, but are not limited to:

- a. Verbal warning
- b. Written warning
- c. A direction that the individual apologize
- d. A withdrawal or nullification of any honors, awards, recognition, placement or the like bestowed or achieved at any Event
- e. Demotion or termination of employment and/or volunteering
- f. Suspension of membership from the IQA
- g. Ban from attending Events hosted or sanctioned by their NGB
- h. Ban from attending any IQA-promoted or hosted Events
- i. Remedial action/compliance order
- j. Any other discipline that the IQA deems appropriate.

Members of the IQA may implement their own appropriate discipline.

## 9. Non-Compliance and Additional Applications

Any Member failing to comply with this policy shall be deemed to have violated this policy and shall be subject to appropriate discipline.

Any Member that fails to comply with a disciplinary order stemming from this policy shall also be considered to be in breach of this policy.

The IQA aims to ensure that our complaints process has integrity and is free of unfair repercussions or victimization against any person making a complaint. We will take all necessary steps to make sure that people involved in a complaint are not victimized. Disciplinary measures may be undertaken towards a person who harasses or victimizes another person for making a complaint or supporting another person's complaint.

## 10. Appeals of complaints initially handled by Members of IQA

Where a Person is unhappy with the results or handling of a complaint by a Member, they may appeal to the IQA. Such appeal should be submitted in the same manner as indicated above in section six and should include a history of the review process that has occurred. The IQA will act in the same manner as above, but will give substantial deference to the initial handling by the Member. Only in cases where the IQA has reason to believe that the case may have been handled improperly will the IQA take further action. Appeals may only be made at the completion of a Member's review or if a Member has taken no action within 60 days of a) receiving a complaint or b) of a date at which point the Member told the complainant that they would receive further communication.



### **11. Appeals of complaints heard by IQA**

Where a person or entity involved is unhappy with the result of a complaint heard by the IQA they may appeal the result to the Chair of the IQA Board of Trustees. The Chair of the IQA Board of Trustees may, in their absolute discretion, decide to reject the appeal or refer the complaint to consideration at a meeting of the IQA Board of Trustees and will promptly communicate the result to the appellant.

### **12. Miscellaneous**

This policy will be available on the IQA's website and reviewed annually by the IQA Board of Trustees.

### **13. Belgian Quidditch Federation**

IQA and BQF volunteers are not trained investigators nor are they experts in this field. When tasked with conducting an investigation, they will:

- Presume all persons are innocent unless a preponderance of the evidence suggests otherwise;
- Understand that most complaints are genuine and act in a professional manner that does not victimize any individual;
- Treat all individuals fairly, respectfully and professionally;
- Seek to establish the truth;
- Work to swiftly resolve the issue at hand in a fair and appropriate way;