

CODE OF CONDUCT AND ETHICS

Definitions

1. The following terms have these meanings in this Code:
 - a) "Organization" – St. Thomas Soccer Club
 - b) "Individuals" – All categories of membership defined in the Organization Bylaws, as well as all individuals engaged in activities with, the Organization including, but not limited to, athletes, coaches, volunteers, managers, administrators, committee members, and directors and officers

Purpose

2. The purpose of this Code is to ensure a safe and positive environment (within Organization programs, activities, and events) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour. Organization supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.

Application of this Code

3. This Code applies to Individuals' conduct during Organization business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with Organization activities, Board of Director meetings and any other Organization meetings.
4. This Code also applies to Individuals' conduct outside of the Organization's business, activities, and events when such conduct adversely affects relationships within the Organization (and its work and sport environment) and is detrimental to the image and reputation of the Organization. Such applicability will be determined by the Organization, at its sole discretion.
5. An Individual who violates this Code may be subject to sanctions. In addition to facing possible sanction, an Individual who violates this Code during a competition may be ejected from the competition and the Individual may be subject to additional discipline.

Responsibilities

6. Individuals have a responsibility to:
 - a) Maintain and enhance the dignity and self-esteem of Individuals and other individuals by:
 - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or economic status
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members
 - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct
 - iv. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
 - v. Consistently treating individuals fairly and reasonably
 - vi. Ensuring adherence to the rules of soccer and the spirit of those rules
 - vii. Focusing comments, criticism or disciplinary actions appropriately
 - viii. Demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct
 - ix. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
 - x. Treating individuals fairly and reasonably
 - b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behaviour that constitute harassment include, but are not limited to:

- i. Written or verbal abuse, threats, or outbursts
 - ii. The display of visual material which is offensive or which a reasonable person ought to know is offensive in the circumstances
 - iii. Unwelcome remarks, jokes, comments, innuendo, or taunts
 - iv. Leering or other suggestive or obscene gestures
 - v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
 - vii. Any form of hazing
 - viii. Retaliation or threats of retaliation against an individual who reports harassment to the Organization
 - ix. Bullying
 - ix. Offensive or intimidating phone calls or emails
 - x. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form
 - xi. Psychological abuse
 - xii. Discrimination
 - xiii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating
 - xiv. Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
- c) Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitute sexual harassment include, but are not limited to:
- i. Sexist jokes
 - ii. Sexual violence
 - iii. Display of sexually offensive material
 - iv. Sexually degrading words used to describe a person
 - v. Inquiries or comments about a person's sex life
 - vi. Unwelcome sexual flirtations, advances, or propositions
 - vii. Inappropriate sexual touching, advances, suggestions or requests
 - viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - ix. Unwelcome sexual flirtations, advances, requests, or invitations
 - x. Physical or sexual assault
- d) Refrain from any behaviour that constitutes violence, where violence is defined as the exercise of physical force, that causes or could cause physical injury; an attempt to exercise physical force that could cause physical injury; or a statement or behaviour that it is reasonable to interpret as a threat to exercise physical force. Types of behaviour that are applicable to this section include, but are not limited to:
- i. Verbal threats to attack
 - ii. Sending to or leaving threatening notes or emails
 - iii. Making threatening physical gestures
 - iv. Wielding a weapon
 - v. Hitting, pinching or unwanted touching which is not accidental
 - vi. Throwing an object
 - vi. Blocking normal movement or physical interference, with or without the use of equipment
 - vii. Any attempt to engage in the type of conduct outlined above

- e) Abstain from the use of illegal drugs or the use of performance-enhancing drugs or methods. The Organization adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction. The Organization will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the Organization or any other sport organization
- f) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- g) While acting in the capacity as either a coach or volunteer responsible for supervising activities and/or athletes, refrain from consuming recreational drugs, intoxicants or alcohol
- h) In the case of minors, refrain from consuming alcohol, drugs or tobacco products
- i) Respect the property of others and not wilfully cause damage
- j) Adhere to all federal, provincial, municipal and laws
- k) Comply, at all times, with the Organization's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time
- l) Report to the Organization any ongoing criminal investigation, conviction, or existing bail conditions involving yourself, including, but not limited to, those for violence, child pornography, or possession, use, or sale of any illegal substance

Board/Committee Members and Staff

7. In addition to section 6 (above), Organization's Board Members and Committee Members will have additional responsibilities to:
 - a) Function primarily as a member of the board and/or committee(s) of the Organization; not as a member of any other particular member or constituency
 - b) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the Organization business and the maintenance of Individuals' confidence
 - c) Ensure that the Organization's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities
 - d) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the Organization
 - e) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
 - f) Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others
 - g) Keep informed about Organization activities, and general trends in the sectors in which they operate
 - h) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the Organization is incorporated
 - i) Respect the confidentiality appropriate to issues of a sensitive nature
 - j) Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight
 - k) Respect the decisions of the majority and resign if unable to do so
 - l) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
 - m) Have a thorough knowledge and understanding of all Organization governance documents

Coaches

8. In addition to section 6 (above), coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches will:

- a) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes
 - b) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes
 - c) Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments
 - d) Support the coaching staff of a training camp, provincial team, or national team, should an athlete qualify for participation with one of these programs
 - e) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete
 - f) Act in the best interest of the athlete's development as a whole person
 - g) Meet the coaching credentials, as required by the Organization
 - h) Respect athletes playing with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the athletes
 - i) Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights
 - j) Dress professionally, neatly, and with Organization approved attire
 - k) Use inoffensive language
9. Coaches will **not**:
- a) Exceed the authority of assigned position
 - b) Provide athletes with, or promote, encourage or condone the use by athletes of illegal drugs, alcohol, or performance enhancing substances or methods.
 - c) Engage in a sexual relationship with an athlete

Athletes

10. In addition to section 6 (above), athletes will have additional responsibilities to:
- a) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete
 - b) Participate and appear on-time and be prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, and events
 - c) Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason
 - d) Adhere to the Organization's rules and requirements regarding clothing and equipment
 - e) Never ridicule a participant for a poor performance or practice
 - f) Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other players, officials, coaches, or spectators
 - g) Dress in a manner representative of the Organization, focusing on neatness, cleanliness, and discretion
 - h) Act in accordance with the Organization's policies and procedures and, when applicable, additional rules as outlined by coaches or managers
 - i) Refrain from consuming illegal drugs, alcohol or performance enhancing substances or methods while participating in the Organization competitions.

Discipline

Volunteers who fail to adhere to the policies and procedures of the organization may face disciplinary action, including dismissal.

The organization believes in fairness and openness and volunteers can expect a commitment to resolving conflict and receiving supportive and constructive criticism. If disciplinary action is required, refer to the St. Thomas Soccer Club Discipline Policy.

Immediate Dismissal

The organization values a collaborative work environment and will attempt to respectfully resolve conflict or problem situations. However, our priorities are the safety and well-being of our participants, volunteers and staff and the integrity of the organization. If a volunteer commits a dangerous or harmful act, he/she may be dismissed immediately and without warning.

Grounds for immediate dismissal may include (but are not limited to):

- Gross misconduct or insubordination
- Committing a criminal offence (theft, assault, vandalism, etc.)
- Acts of abuse, mistreatment or violence
- Being under the influence of alcohol or drugs