



## **Code of Conduct and Ethics Policy – approved by the Board of Directors October 26, 2016**

### **Definitions**

1. The following terms have these meanings in this Code:
  - a) Individuals - all individuals engaged in activities with, the Ontario Speed Skating Association including, but not limited to, athletes, coaches, judges, officials, volunteers, parents, guardians, managers, administrators, committee members, and directors and officers of the Ontario Speed Skating Association
  - b) Sport Environment – Any place where the Ontario Speed Skating Association business or activities are conducted. The sport environment includes but is not limited to, the Ontario Speed Skating Association competitions, practices, tryouts, training camps, travel associated with the Ontario Speed Skating Association, and the Ontario Speed Skating Association office environment and any meetings.

### **Purpose**

2. The purpose of this Code is to ensure a safe and positive environment (within the Ontario Speed Skating Association Sport Environment) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with the Ontario Speed Skating Association's mission and objectives. The Ontario Speed Skating Association 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 within the Ontario Speed Skating Association sport environment.
4. An Individual who violates this Code may be subject to sanctions pursuant to the Ontario Speed Skating Association's Discipline and Complaints Policy.
5. This Code does not apply to Ontario Speed Skating Association employees as such employee conduct is governed in accordance with the Ontario Speed Skating Association employment policies and/or employment agreements.
6. This Code also applies to Individuals' conduct outside of the Ontario Speed Skating Association's business, activities, and events when such conduct adversely affects relationships within the Ontario Speed Skating Association (and its work and sport environment) and is detrimental to the image and reputation of the Ontario Speed Skating Association. Such applicability will be determined by the Ontario Speed Skating Association at its sole discretion.

### **Responsibilities**

7. Individuals have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of individuals by:
  - i. Demonstrating respect to all individuals, regardless of, but not limited to, 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 or disrespectful
  - v. Consistently treating individuals fairly and reasonably
  - vi. Ensuring adherence to the rules of speed skating and the spirit of those rules
- b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an Individual, person or group, which is offensive, abusive, racist, sexist, degrading, or malicious.
- 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.
- d) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, the Ontario Speed Skating Association 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, pursuant to the Ontario Speed Skating Association's Discipline and Complaints Policy.
- e) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- f) Refrain from consuming alcohol, tobacco products, or recreational drugs while participating in the Ontario Speed Skating Association programs, activities, competitions, or events.
- g) In the case of adults, reasonably consume alcohol in situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with the Ontario Speed Skating Association sport environment.
- h) Respect the property of others and not willfully cause damage
- i) Promote speed skating in the most constructive and positive manner possible
- j) Adhere to all federal, provincial, municipal and host country laws
- k) Comply, at all times, with the Ontario Speed Skating Association's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

### **Board/Committee Members**

- 8. In addition to section 7 (above), The Ontario Speed Skating Association's Board Members and Committee Members will have additional responsibilities to:
  - a) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the Ontario Speed Skating Association business and the maintenance of individuals' confidence
  - b) Ensure that the Ontario Speed Skating Association's financial affairs are conducted in a responsible manner with due regard for all fiduciary responsibilities
  - c) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the Ontario Speed Skating Association
  - d) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism

- e) Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others
- f) Keep informed about the Ontario Speed Skating Association activities and general trends in the sectors in which they operate
- g) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the Ontario Speed Skating Association is incorporated
- h) Respect the confidentiality appropriate to issues of a sensitive nature
- i) Ensure that all individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration
- j) Respect the decisions of the majority and resign if unable to do so
- k) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- l) Have a thorough knowledge and understanding of all the Ontario Speed Skating Association governance documents
- m) Conform to the bylaws and policies approved by the Ontario Speed Skating Association, in particular this Code of Conduct and Ethics

## Coaches

9. In addition to section 7 (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) Appropriately communicate and engage, as requested, with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments
- d) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete
- e) Act in the best interest of the athlete's development as a whole person
- f) Respect other coaches
- g) Meet the highest standards of credentials, integrity and suitability
- h) Report to the Ontario Speed Skating Association any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance
- i) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco
- j) Respect athletes skating and/or training with other clubs.
- k) Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust, or authority over the athlete
- l) 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

- m) Use inoffensive language, taking into account the audience being addressed

### **Athletes**

10. In addition to section 7 (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; or in the case of carded athletes, interfere with the athlete's ability to fulfill requirements under the Quest for Gold Athlete Assistance Program
- b) Participate and appear on-time, well-nourished, and 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 Ontario Speed Skating Association'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 violent behaviour, foul language, or rude gestures to other players, officials, coaches, or spectators
- g) Act in accordance with the Ontario Speed Skating Association's policies and procedures and, when applicable, additional rules as outlined by coaches or managers

### **Officials**

11. In addition to section 7 (above), officials will have additional responsibilities to:

- a) Maintain and update their knowledge of the rules and rules changes
- b) Work within the boundaries of their position's description while supporting the work of other officials
- c) Act as an ambassador of the Ontario Speed Skating Association by agreeing to enforce and abide by applicable rules and regulations
- d) Take ownership of actions and decisions made while officiating
- e) Respect the rights, dignity, and worth of all individuals
- f) Not publicly criticize other officials or any speed skating club or association
- g) Assist with the development of less-experienced referees and minor officials
- h) Conduct themselves openly, impartially, professionally, lawfully, and in good faith in the best interests of the Ontario Speed Skating Association, athletes, coaches, other officials, and parents
- i) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
- j) Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about individuals
- k) Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time
- l) When writing reports, set out the true facts and not attempt to justify any decisions