



# FORT SASKATCHEWAN SOCCER

POLICY: CODE OF CONDUCT & ETHICS

POLICY #: 100

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Purpose:	Policy Statement: All persons who have an interest in and benefit from the continuing good works of Fort Saskatchewan Soccer have a right to an organization, which is conducted with efficiency, impartiality, openness and integrity. It is this special obligation which demands that there not be, nor appear to be, any conflict between the private interests of volunteers and their Fort Saskatchewan Soccer-related responsibilities. As well, it is essential that all members represent the organization, which includes Executive Members, Committee Members, Coaching Staff, Players and Parents, Referees in a manner that is respectful of the game of soccer.
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## Terms

**FSS** – Fort Saskatchewan Soccer

**TC** – Tri-County Soccer Association

**SPDSA** – Sherwood Park District Soccer Association

**EMSA** – Edmonton Minor Soccer Association

**ASA** – Alberta Soccer Association

**FSMSA** – Fort Saskatchewan Minor Sports Association

**Executive Member** – refers to elected individuals who sit on FSS's Executive Committee.

**Committee Member** – refers to individuals appointed by the FSS Executive Committee to serve fixed-term appointments as 'Directors-At-Large', Sub-committee members or other non-Executive positions.

**Board Member** – generic term to refer to either an Executive or Committee member.

**Team Officials** - refers to Coaches, Assistance Coaches and Team Managers.

**Game Officials** – refers to referees and assistant referees.

## Description

Adherence to this Code of Conduct and Ethics is the responsibility of:

- Fort Saskatchewan Soccer Executive Members
- Fort Saskatchewan Soccer Committee Members (Directors-At-Large)
- Fort Saskatchewan Soccer volunteers (e.g., Sub-Committee members and Team Officials)
- Fort Saskatchewan Soccer Game Officials

The appropriate Code of Conduct and Ethics will be reviewed and adhered to by:

- Each Executive member at the commencement of each term of office
- Committee members for the duration of their appointment
- Coaches, upon appointment or reappointment at start of each season



# FORT SASKATCHEWAN SOCCER

**Failure to comply with the Code of Conduct and Ethics may result in disciplinary action or removal from the organization.**

For matters not specifically mentioned in this Code, Fort Saskatchewan Soccer will rely on applicable legislation, jurisprudence and on its parliamentary authority, and Roberts Rules of Order. The responsibility for administering this Code rests with the Fort Saskatchewan Soccer Executive Committee. Note: If in doubt about the interpretation or application of this Code, please seek clarification or advice from the Executive Committee. (Document the disclosure and its resolution.)

**Ethical Standards:** Observe the highest ethical standards when performing duties on behalf of FSS.

**Loyalty to the Interests of FSS:** Be loyal to the interests of FSS as a whole, ahead of personal interest as a beneficiary of FSS services.

**Public Statements:** Shall not exercise individual authority over FSS. No person or group has authority to speak for FSS (i.e., to public, media, parents or others) except as provided by FSS Rules & Regulations, policies or procedures.

**Dealings with Others:** While on FSS business, demonstrate fair play, mutual respect, ethics, openness, straightforward communication, and adherence to the applicable law.

**Use of Fort Saskatchewan Soccer Property:** Avoid and do not permit the use of FSS equipment, supplies, material or property for personal purpose or profit.

**Office, Travel and Other Expenses:** Ensure that all expenses incurred on behalf of Fort Saskatchewan Soccer are consistent with FSS needs and incurred only when budgeted for and approved in advance. Expense claims for reimbursement must include relevant receipts (with a brief explanation of each), and submitted within a reasonable time.

**Personal Transactions with Fort Saskatchewan Soccer:** Avoid self-dealing, private business or personal transactions with FSS, except when approved by the Board ensuring equal competitive opportunity and access to information.

**Confidential Information:** Avoid disclosure of confidential information concerning FSS (i.e., player info) unless authorized by a Member of the FSS Executive Committee. Avoid use of such information for personal gain.

**Reporting of Potential Conflict of Interest:** Disclose immediately and in writing to the FSS Executive any actual, potential or perceived activity (e.g., enterprise, role, association, or interests), which create or are deemed to create a conflict of interest. (*'Conflict of interest'* is defined as anything that may bias an individual in the performance of their FSS duties, or hamper their ability to act in the best interests of the organization.)



# FORT SASKATCHEWAN SOCCER

## Code of Conduct and Ethics (Executive & Committee Members)

1. Executive Members and Committees must be loyal to the interests of the Membership over and above:
  - Their interests or involvement in a Fort Saskatchewan Soccer team, or other Boards;
  - Any personal interest as an individual consumer of Fort Saskatchewan Soccer services;
  - Any like or dislike they may have for other Board members, coaches or volunteers.
2. Board Members, staff and Committees are trustees of public confidence and securities. They must avoid any conflict of interest. To this end:
  - There must be no self-dealing or conduct of private business or personal services between any Board Member and Fort Saskatchewan Soccer to the benefit of the Board Member, his/her family, or business associates. Exceptions may occur only when there is openness, fair competitive opportunity, equal access to information, and approval of the Board;
  - Board Members must not use their position to obtain undue advantage within Fort Saskatchewan Soccer, for themselves, the team(s) they may coach or any family members involved in playing, coaching or officiating within Fort Saskatchewan Soccer.
3. Individual Board Members, staff and Committees do not have the authority to speak for Fort Saskatchewan Soccer (i.e., with staff, the public, the media, and other entities) unless granted this authority by the Executive Board or through policies.
4. Board Members, staff and Committees must interact with stakeholders (i.e., parents, players, staff, other Board members, other agency representatives) in a manner that is ethical, respectful, open, straight forward, and defensible. Individuals should be guided by Fair Play principles.
5. Board Members must respect the process of decision-making undertaken by the Executive and the decisions arrived at through this process, even though they may not personally agree with them.
6. Failure to comply with the code of conduct may result in disciplinary action, which could include removal from the Board.



# FORT SASKATCHEWAN SOCCER

## Code of Conduct and Ethics (Coaches)

1. Head Coaches in Fort Saskatchewan Soccer are fully responsible for all activities of their team. This includes the conduct of the coaching staff, players, and parents. They shall demonstrate leadership, commitment, compassion and fairness when interacting with their team's players and their parents/guardians.
2. All Team Officials are representatives and agents of Fort Saskatchewan Soccer. They shall demonstrate respect to its values and expectations, despite:
  - Their own interests or involvement in a specific FSS team;
  - Any personal interest as an individual consumer of FSS services;
  - Like or dislike they may have for Board members, coaches or volunteers
3. FSS coaches need to serve as role models for the youth under their care, to develop soccer skills, good sportsmanship, leadership, teamwork, and fair play.
4. FSS coaches should avoid actual or the perception of conflict of interest. They shall not use their position or role to gain advantage for their team, their child (or another player on the team), or gain financially from the team's resources.
5. Coaches have full authority to speak for their team, but not for FSS.
6. Coaches must demonstrate respect for and adherence to the rules of soccer, assigned referees, and related Fort Saskatchewan Soccer Policies & Procedures.
7. Coaches must strive to extend each of their players to his/her full potential, and play hard towards the highest possible reach of their team. However, coaches should never forget that in the end Soccer is only a game.
8. Coaches must work to ensure that their coaching staff, players, and parents represent FSS with respect, integrity, and in the spirit of good sportsmanship.
9. Coaches must understand that they have a role in supporting the development and growth of FSS and must consider not only the best interests of their team, but also of the organization. They will support and encourage their players to participate in the programs and activities that are provided by FSS.
10. Coaches must understand that refusal to adhere to the code of conduct and/or any other SPDSA, EMSA, ASA, TC or FSMSA policies and rules may result in disciplinary action.



# FORT SASKATCHEWAN SOCCER

## Code of Conduct (Players)

1. Do your best! Your behaviour reflects on you, your team, your coach, FSS and the sport of soccer. Your behaviour impacts all of these.
2. Be a good sport:
  - Play hard, but play fair
  - Play strong but have compassion for those who lose the game
  - Play to win but remember that “winning” is doing your best against all odds
3. Be respectful:
  - Of people (i.e., of coaches, your teammates, other players, parents, and referees)
  - Of rules (i.e., the rules of soccer and their application by referees)
  - Of existing policies and procedures (i.e., FSS, EMSA, SPDSA, ASA, TC or FSMSA)
4. Support your team:
  - Participate in practices and drills. They are important for skill and team development
  - Work with the coaches to improve your and the team’s skills
  - Be a team player, not a lone hero
5. Play safe! Ensure that your equipment and how you play the game are safe for you and all other players in the game.
6. Enjoy soccer fully, but remember that in the end it is only a game!
7. Understand that refusal to adhere to the player code of conduct, or any other FSS, SPDSA, EMSA, ASA, TC or FSMSA rules and policies may result in disciplinary action, that could include, but may not be limited to restriction of playing time or discontinuation of participation on the team.



# FORT SASKATCHEWAN SOCCER

## Code of Conduct (Parents)

1. Be respectful:
  - Of Team Officials (i.e., of coaches, managers, players,
  - Of Game Officials (referees, assistant referees)
  - Of other spectators
  - Of rules (i.e., the rules of soccer and their application by referees)
  - Of existing policies and procedures (i.e., FSS, EMSA, SPDSA, ASA, TC or FSMSA)
2. If you have concerns, please address them respectfully with the appropriate person at an appropriate time and place.
3. Concerns with referees should be addressed to a member of the coaching staff, who will take your concerns forward to the Vice President of Fort Saskatchewan Soccer.
4. If you have genuinely tried to address your concerns with a member of the coaching staff in a respectful and appropriate manner, you may at that time choose to bring them forward in writing to the Vice President of Fort Saskatchewan Soccer.
5. Support your team:
  - Make every effort to ensure that your child attends practices and games, unless there are legitimate circumstances that prevent your child from attending.
  - If your child is unable to attend, please contact the coaching staff in advance as a show of respect for their time and effort
  - Understand that you are responsible for ensuring the safe supervision and transportation of your child to and from FSS activities.
  - Enjoy watching your children play soccer, but remember that in the end it is only a game!
6. Understand that refusal to adhere to the Parent Code of Conduct may jeopardize your child's participation with Fort Saskatchewan Soccer.

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