

FIELD HOCKEY ALBERTA

CODE OF CONDUCT AND ETHICS

*** This Code of Conduct and Ethics replaces all pre-existing alternate Field Hockey Alberta Codes of Conduct and Ethics including those posted on the Field Hockey Alberta website prior to November 6th, 2012 ***

DEFINITIONS

1. The following terms have these meanings in this Code:

a) “Member” – All categories of membership defined in Article 3.0 of the *Bylaws of Field Hockey Alberta* as well as all individuals employed by, or engaged in activities with, Field Hockey Alberta including, but not limited to, athletes, coaches, officials, volunteers, managers, administrators, directors and officers of Field Hockey Alberta.

PURPOSE

2. The purpose of this Code is to ensure that all members of Field Hockey Alberta adhere to common standards of personal conduct and commit to clear performance expectations in carrying out Field Hockey Alberta business. Field Hockey Alberta supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.

3. Conduct that violates this Code may be subject to sanctions pursuant to Field Hockey Alberta’s *Discipline and Complaints Policy*.

APPLICATION OF THIS CODE

4. This Code applies to Members’ conduct during Field Hockey Alberta business, activities, and events including, but not limited to, competitions, tournaments, matches, practices, tryouts, training camps, travel associated with Field Hockey Alberta activities, and any meetings.

5. Conduct arising within the business, activities, or events organized by entities other than Field Hockey Alberta (such as clubs, and affiliates) will be dealt with pursuant to the policies of these other entities unless requested and accepted by Field Hockey Alberta at its sole discretion.

6. This Code also applies to Members’ conduct outside of Field Hockey Alberta’s business, activities, and events when such conduct adversely affects relationships within Field Hockey Alberta (and its work and sport environment) and is detrimental to the image and reputation of Field Hockey Alberta. Such applicability will be determined by Field Hockey Alberta at its sole discretion.

BACKGROUND

7. Field Hockey Alberta is committed to providing an environment that promotes equitable opportunities and prohibits discriminatory practices. Harassment is a form of discrimination that is prohibited by human rights legislation in each province of Canada. Harassment affects the lives of many people and it is humiliating and degrading. Harassment undermines self-esteem and performance. It creates an intimidating, hostile or offensive environment for sport, recreation, and athletic activity. Harassment can diminish athletic performance, become a barrier to the full and fair participation in sport, and even result in complete withdrawal from sport. Field Hockey Alberta will not tolerate any form of harassment and is committed to taking all necessary steps to ensure harassment does not occur at any Field Hockey Alberta events.

RESPONSIBILITIES: ALL MEMBERS

8. Members have a responsibility to:

a) Maintain and enhance the dignity and self-esteem of Field Hockey Alberta members and other individuals by:

i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, gender identity, 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 field hockey 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 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 one ought to know is offensive in the circumstances
 - iii. Unwelcome remarks, jokes, nicknames, comments, innuendo, catcalls, whistles, or taunts
 - iv. Linking skills with gender or sexual orientation
 - v. Leering or other suggestive or obscene gestures
 - vi. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - vii. Joking; including practical, awkward, cruel, embarrassing, and that which endanger a person's safety or negatively affect performance
 - viii. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
 - ix. Any form of hazing where hazing
 - x. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - xi. Unwelcome sexual flirtations, advances, requests, or invitations
 - xii. Physical or sexual assault
 - xiii. 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
 - xiv. Retaliation or threats of retaliation against an individual who reports harassment to Field Hockey Canada
- 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. Display of sexually offensive material
 - iii. Sexually degrading words used to describe a person

- iv. Inquiries or comments about a person's sex life
- v. Unwelcome sexual flirtations, advances, or propositions
- vi. Persistent unwanted contact

d) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, Field Hockey Alberta adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and shall be subject to disciplinary action, and possible sanction, pursuant to Field Hockey Alberta's *Discipline and Complaints Policy*. Field Hockey Alberta will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by Field Hockey Alberta or any other sport organization

e) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport of field hockey, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES)

f) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities

g) In the case of adults, avoid consuming 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 Field Hockey Alberta events

h) Respect the property of others and not willfully cause damage

i) Promote field hockey 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 Field Hockey Alberta's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

RESPONSIBILITIES: BOARD/COMMITTEE MEMBERS AND STAFF

9. In addition to section 8 (above), Field Hockey Alberta's Board Members, Committee Members, and Staff will have additional responsibilities to:

a) Function primarily as a member of the board and/or committee(s) of Field Hockey Alberta; 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 Field Hockey Alberta business and the maintenance of Member confidence

c) Ensure that Field Hockey Alberta'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 Field Hockey Alberta

- 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 Field Hockey Alberta activities, the provincial field hockey community, and general trends in the sectors in which it operates
- h) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which Field Hockey Alberta is incorporated
- i) Respect the confidentiality appropriate to issues of a sensitive nature
- j) Ensure that all Members 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 Field Hockey Alberta governance documents
- n) Conform to the bylaws and policies approved by Field Hockey Alberta
- o) Ensure that as a condition of employment and/or volunteering that a police and vulnerable sector check for all Staff/Board/Committee members who link directly with minors, and/or a vulnerable population within all FHA programs and services is conducted and passed

RESPONSIBILITIES: COACHES

10. In addition to section 8 (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) Make distinctions between harassment and the use of discipline in training; whereby training involving touching or other physical contact shall only occur in an appropriate setting and only after verbal consent has been sought and received
- c) Be consistent in taking any corrective or punitive action without using derogatory slang, offensive terms, or harassment
- d) 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
- e) Support the coaching staff of a training camp, provincial team, or national team; should an athlete qualify for participation with one of these programs

- f) Provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete
- g) Act in the best interest of the athlete's development as a whole person
- h) Respect other coaches
- i) Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by Field Hockey Alberta's *Employee Policies*
- j) Report any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance
- k) 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
- l) Respect athletes participating 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
- m) 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
- n) 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
- o) Dress professionally, neatly, and inoffensively
- p) Use inoffensive language, taking into account the audience being addressed
- q) Ensure that as a condition of employment and/or volunteering that a police and vulnerable sector check for all Coaches who link directly with minors, and/or a vulnerable population within all FHA programs and services is conducted and passed

RESPONSIBILITIES: ATHLETES

11. In addition to section 8 (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, well-nourished, and prepared to participate to their best abilities in all games, practices, training sessions, tryouts, tournaments, and events
- c) Properly represent themselves and not attempt to play with a team for which they are not eligible by reason of age, classification, or other reason
- d) Adhere to Field Hockey Alberta'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 Field Hockey Alberta; focusing on neatness, cleanliness, and discretion
- h) Act in accordance with Field Hockey Alberta's policies and procedures and, when applicable, additional rules as outlined by coaches

RESPONSIBILITIES: OFFICIALS

12. In addition to section 8 (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 Field Hockey Alberta by agreeing to enforce and abide by national rules and regulations
- d) Take ownership of actions and decisions made while officiating
- e) Respect the rights, dignity, and worth of all individuals
- f) Conduct themselves openly, professionally, lawfully, and in good faith in the best interests of Field Hockey Alberta, athletes, coaches, other officials, and parents
- g) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
- h) Respect the confidentiality required by issues of a sensitive nature, which may include forfeits, discipline processes, appeals, and specific information or data about Members
- i) Dress in proper attire for officiating

COMPLAINT PROCEDURE

11. A person who experiences any of the behaviour prohibited by any section of this *Code of Conduct and Ethics* may submit a complaint under Field Hockey Alberta's *Discipline and Complaints Policy*.