

## **Annex A: MMSC Code of Conduct and Confidentiality**

### **13.1 MMSC Code of Conduct**

- a. All Members and participants shall respect other coaches, players, members, fans, spectators, and officials. Any inappropriate conduct, threats, harassment, or abuse (verbal or physical) directed towards coaches, players, members, fans, spectators, officials, volunteers, parents, and team officials will not be tolerated.
- b. All Members, fans and participants of athletic events shall behave in a positive and supportive manner.
- c. Game Officials have been given the authority to control the game and should be treated in a respectful manner. Many of our youth officials have limited experience and are continuing to learn. They require your encouragement and positive reinforcement, rather than criticism and intimidation to improve their skills.
- d. Coaches must be allowed to coach. You may not coach from the sidelines; however positive comments are welcomed.
- e. No Drinking alcohol, No smoking, vaping of cigarettes, cigars, marijuana, or any other illegal substances is allowed on or near the fields at any time.
- f. Violation by any Member, fan, or participant of this document and the Codes of Conduct contained within may result in an immediate and indefinite suspension from games, practices, tournaments, and special events for the family (including the player) or family member involved.

### **13.2 Coaches, Assistants, and Bench Managers Code of Conduct**

- a. All team officials coaching teams for MMSC are fully responsible for all activities of their team. This includes the conduct of the coaching team, managers, players, and parents.
- b. They shall demonstrate leadership, commitment, compassion, and fairness when interacting with their team's players and their parents/guardians.
- c. MMSC Coaches need to serve as role models for the youth under their care, to develop soccer skills, good sportsmanship, leadership, teamwork, and fair play.
- d. Coaches have full authority to speak for their team, but not for MMSC.
- e. Coaches are NOT allowed to use profanity, comments, or negative jests to the team/players/parents/guardians or other game officials.
- f. Coaches will not ridicule or yell at any players for making mistakes or performing poorly.
- g. Coaches must treat all players equally without discrimination against human rights (gender, religion, age, race, nationality, etc).
- h. They shall not use their position or role to gain advantage for their team, their child, or another player on the team.
- i. Coaches must demonstrate respect for and adherence to the rules of soccer and assigned Referees.
- j. Coaches must strive to extend each of their players to their 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, some players play for fun and must be encouraged to have confidence in themselves.

- k. Coaches must work to ensure that their coaching staff, players, and parents/guardians represent MMSC with respect, integrity, and in the spirit of good sportsmanship.
- l. They will support and encourage their players to participate in all practices and games.
- m. Coaches must understand that refusal to adhere to the Code of Conduct and/or any other league, district or MMSC Policies and Rules may result in disciplinary action.

### **13.3 Board of Directors Code of Conduct**

The Board of Directors of MMSC is a volunteer position and is elected by and responsible to the Membership of MMSC. The Board of Directors shall, at all times be governed by the Bylaws and Governance Policies adopted by MMSC. These individuals shall ensure that their actions or decisions do not conflict with the published Rules and Policies of MMSC.

#### **Members of the Board of Directors of MMSC shall;**

- 1) Respect the rights, dignity and self-esteem of all other persons through;
  - a. Consistently treating individuals fairly and reasonably.
  - b. Focusing comments or criticism appropriately and avoiding public criticism of anyone.
- 2) Refrain from any behavior that constitutes harassment, sexual harassment, violence and/or intimidation.
- 3) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of MMSC business.
- 4) Responsible for the welfare of MMSC by functioning primarily as a Member of the Board of Directors.
- 5) Ensure the MMSC's financial affairs are conducted in a responsible and transparent manner with due regard for all financial responsibilities.
- 6) Conduct themselves openly, professionally, lawfully and in good faith in the best interest of MMSC.
- 7) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism.
- 8) Behave with appropriate etiquette to all circumstances and be fair and impartial, considerate and honest in all dealings with others.
- 9) Exercise the degree of care, diligence, and skill required in the performance of their duties under the Bylaws of MMSC.
- 10) Respect the confidentiality to issues in a sensitive nature appropriately.
- 11) Respect the confidentiality of all MMSC meetings within our Board discussions.
- 12) Ensure that all individuals are given the opportunity to express opinions, and that all opinions are given due consideration and weight.
- 13) Respect the decisions of the majority and resign if unable to do so.
- 14) Attend meetings and be active in discussions at meetings.
- 15) Commit the time to the duties required of you as per the job descriptions of Board Members in Appendix B.
- 16) Have a thorough knowledge and understanding of all the MMSC Governance Documents.

- 17) Comply to the Bylaws, all Code of Conducts and Governance Policies approved by MMSC Board of Directors.
- 18) The Board of Directors must also follow the MMSC of Conduct.

If the Board becomes aware of any circumstances which suggest a Board Member has breached this Code of Conduct, the Board may;

- 1) Self-removal from a meeting of the Board of Directors.
- 2) Board requested removal from a Board meeting or the Board of Directors.
- 3) Board removal enactment of Article 16.5 of MMSC Bylaws.

### **13.4 Oath of Confidentiality**

## **OATH OF CONFIDENTIALITY**

Canada

Province of Alberta

I, \_\_\_\_\_ do swear that I will execute according to law and to the best of my ability the duties required of me as a volunteer of The Morinville Minor Soccer Club, that I will not, without authorization, disclose or make known any matter or thing which comes to my knowledge by reason of my volunteering in the public service.