



# Capital District Minor Football Association Code of Conduct

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Fostering good conduct is critically important in youth sport. As such there is a requirement for all those involved in youth sports to both understand the requirement and also be held accountable to a Code of Conduct.

This Code of Conduct has been developed to protect and support CDMFA associations, players, coaches, parents, Board members, and Executive members. This code is intended to guide the behavior of all players, coaches, parents, Board members, and Executive members in support of the CDMFA Mission Statement, Rules of play, By-laws, Policies and Procedures, and the following values- Teamwork, Leadership, Good sportsmanship, coach and player development and enjoyment.

This Code of Conduct is meant to meet the requirement of the Universal Code of Conduct, and such the Universal Code of Conduct will always be deferred back to for questions of clarity.

Any and all actions that are deemed to be criminal in intent must be reported to the governing Law Enforcement Agency

When it is reported in writing that a member of the Association has broken this Code of Conduct, league officials will investigate and discuss with all parties. Although the goal of this Code of Conduct is to foster a safe environment where constructive discussion can occur to resolve any differences that may arise there may be a need for discipline to be assessed. Disciplinary actions can include, but are not limited to:

- Verbal warning by official, head coach, and/or an Association representative
- Written warning
- Game suspension with written documentation of the incident
- Game forfeit through the game official or coach
- Parental, Player, or Coaching game or season suspension
- Disqualification of Playoff eligibility
- Lifetime ban
- Other dispute resolution method

The Code of Conduct is an educational tool for all parties involved. This Code is a baseline when it comes to youth sport and all parties will be mentored and held accountable in its application.

For this Code of Conduct to be effective all individuals have a duty to report violations to the CDMFA.

## Definitions

1. The following terms have these meanings in this Code:
  - a) "Individuals" – Individuals employed by, or engaged in activities with the Association including, but not limited to, athletes, coaches, convenors, Association officials, volunteers, managers, administrators, committee members, Executive members, and Board members.

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- b) "Association" – Capital District Minor Football Association
- c) "UCCMS" - Universal Code of Conduct to Prevent and Address Maltreatment in Sport is a code of conduct developed by the Canadian Safe Sport Program to guide sporting organizations in Canada.

## Purpose

- 2. The purpose of this Code is to ensure a safe and positive environment (within the Associations programs, activities, and events) by making Individuals aware that there is an expectation at all times of appropriate behavior consistent with the Associations core values. The Association supports an environment in which all individuals are treated with respect and fairness.

## Application of this Code

- 3. This Code applies to all Individuals conduct during the Associations business, activities, and events including but not limited to competitions, practices, tryouts, training camps, travel associated with the Association's activities, the Associations office environment, and any meetings.
- 4. An Individual who violates the Code may be subject to sanctions pursuant to the Associations Discipline Policy, an Individual who violates this Code during a competition may be ejected from the competition or playing area, the game official may delay the competition until the Individual complies with the ejection, and the Individual may be subject to any other discipline associated with the particular competition.
- 5. Any member of the Association found to have engaged in acts of violence or harassment at any Organization event will be subject to appropriate disciplinary action subject to the terms of the Discipline Policy.
- 6. This Code also applies to Individuals conduct outside of the Associations business activities and events when such conduct adversely affects relationships within the Association (and its work and sport environment) and is detrimental to the image and reputation of the Association. Such applicability will be determined by the Association at its sole discretion.

## Responsibilities

- 7. Individuals have a responsibility to:
  - a) Maintain and enhance the dignity and self-esteem of the Association members and other individuals by:
    - Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
    - Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members

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- Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct
  - Acting, when appropriate to correct or prevent practices that are unjustly or otherwise offensive to this code.
  - Consistently treating individuals fairly and reasonably
  - Ensuring adherence to the rules of play and the spirit of those rules
- b) Refrain from any behavior that constitutes **harassment**, where harassment is defined as vexatious comment or conduct against any member of the Association- a comment or conduct that is known or ought reasonably to be known to be unwelcome. Harassment should not be confused with legitimate, reasonable management actions that are part of the normal Association function, including measures to correct performance, deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for infractions. Types of behavior that constitute harassment include but are not limited to:
- Bullying
  - Written or verbal abuse, threats, or outbursts
  - Persistent unwelcome remarks, jokes, comments, innuendo, or taunts
  - Leering or other suggestive or obscene gestures
  - Condescending or patronizing behavior, which is intended to undermine self-esteem, diminish performance, or adversely affect working/playing conditions
  - Practical jokes which endanger a person's safety, or negatively affect performance
  - Any form of hazing where hazing is defined as "Any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior ranking athlete by a more senior teammate which does not contribute to either athlete's positive development, but is required to be accepted as part of a team regardless of the junior athletes willingness to participate.
  - This includes but is not limited to any activity no matter how traditional or seemingly benign that sets apart or alienates any teammate based on class, number of years on the team, or athletic ability".
  - Unwanted physical contact including but not limited to touching, petting, pinching, or kissing
  - Behaviors 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
  - Retaliation or threats of retaliation against an individual who reports harassment the Association



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- Repeated offensive or intimidating phone calls or emails
  - Displaying or circulating offensive pictures, photographs, or materials in printed, electronic form, or through social media
  - Psychological abuse
  - Personal harassment
  - Discrimination
  - Intimidating words or conduct (offensive jokes or innuendoes)
  - Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning
- c) Refrain from any behavior that constitutes **violence** where violence is defined as the exercise of physical force by a person against another person that causes or could cause physical injury to the person; an attempt to exercise physical force against a person that could cause physical injury to the person; or a statement or behavior that is reasonable for a worker to interpret as a threat to exercise physical force against them that could cause physical injury to the person. Types of behavior that constitutes workplace harassment include but are not limited to:
- Verbal , written or electronic threats to attack a person
  - Making threatening physical gestures
  - Wielding a weapon or throwing an object at a person
  - Hitting, pinching, or unwanted touching of a person which is not accidental
  - Blocking normal movement or physical interference of a person with or without the use of equipment
  - Any attempt to engage in the type of conduct outlined above
- d) Refrain from any behavior that constitutes **sexual harassment** where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favors, or conduct of a sexual nature. Types of behavior that constitute sexual harassment include but are not limited to:
- Sexist jokes
  - Physical or sexual assault
  - Display of sexually offensive material
  - Sexually degrading words used to describe a person
  - Inquiring or comments about a person's sex life



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- Unwelcome sexual flirtatious, advances, or propositions
  - Persistent unwanted contact
- e) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
  - f) Refrain from the use of tobacco products, cannabis, or recreational drugs while participating in the Association programs, activities,, competitions, or events
  - g) In the case of adults, avoid consuming alcohol prior to or during competitions or situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult oriented social situations with the CDMFA events
  - h) Respect the property of others and not willingly cause damage
  - i) Promote the sport in the most constructive and positive manner possible
  - j) Refrain from engaging in deliberate cheating which is intended to manipulate the outcome of a competition and/or not offer or receive any bribe which is intended to manipulate the outcome of a competition
  - k) Comply at all times with the Associations bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

### **Directors, Committee Members, and Staff**

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

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- e) Keep informed about the Association's activities, Provincial sport community, and general trends in the sector in which they operate
- f) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the Association is incorporated
- g) Respect the confidence appropriate to issues of a sensitive nature
- h) Respect the decisions of the majority and resign if unable to do so
- i) Commit the time to attend meetings and be diligent in preparation for and participation in discussions at such meetings
- j) Have a thorough knowledge and understanding of all the Association governance documents
- k) Conform to the bylaws and policies by the Association

### 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) Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athlete medical treatments
  - d) Provide athletes (and 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) Comply with Association "Screening Policy" if applicable
  - g) Report to the Association any ongoing criminal investigation, conviction, or existing bail conditions.
  - h) 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



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- i) 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 athlete
- j) Not engage in a sexual or intimate relationship with an athlete
- k) 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 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
- l) Dress professionally, neatly, and inoffensively
- m) Use inoffensive language, taking into account the audience being addressed

### **Athlete/Players**

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 practice or compete
- b) Participate and appear on-time and prepared to their best abilities in all competitions, practices, training sessions, tournaments, 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 Association 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 gesture to the other athletes, officials, coaches, or spectators
- g) Dress to represent the sport and themselves well and with professionalism
- h) Act in accordance with the Associations policies, procedures, by-laws and when applicable additional rules as outlined by coaches or managers

### **Parents/Guardians and Spectators**



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11. In addition to paragraph 7 (above), Parents/Guardians and Spectators at events and practices will:
- a) Encourage athletes to compete within the rules and to resolve conflicts without resorting to hostilities or violence
  - b) Condemn the use of violence in any form
  - c) Never ridicule a participant for making a mistake during a performance or practice
  - d) Provide positive comments that motivate and encourage athletes
  - e) Respect the decisions of officials and encourage athletes to do the same
  - f) Support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm
  - g) Respect and show appreciation to all competitors, and the coaches, officials, and other volunteers
  - h) Not harass competitors, coaches, officials, parents/guardians, or other spectators
  - i) Bring forward any concerns of breaches of this code of conduct through the team or organization that you belong to when the alleged breach concerns another member of the same organization or of a venerable person.
  - j) Bring forward any concerns of breaches of this code of conduct when the affected member is a vulnerable person.
  - k) Must use communication resources available to the association for appropriate and constructive communication only