

## **Strathmore Minor Ringette Association**

### **CODE OF CONDUCT AND ETHICS**

#### **Definitions**

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

- a. “*Club*” – **Strathmore Minor Ringette Association (also referred to as SMRA)**
- b. “*Individuals*” – All categories of Membership within the SMRA Bylaws, as well as all individuals engaged in activities with the Club, including but not limited to, athletes, parents, coaches, officials, volunteers, managers, administrators, directors and officers.

#### **Purpose**

2. The purpose of this Code of Conduct and Ethics ("Code") is to ensure a safe and positive environment within SMRA programs, activities and events, by making all Individuals aware that there is an expectation, at all times, of appropriate behavior.

3. The SMRA is committed to providing an environment in which all individuals are treated with respect. The SMRA supports equal opportunity and prohibits discriminatory practices. Individuals are expected to conduct themselves at all times in a manner consistent with the values of the Club that include fairness, integrity, open communication and mutual respect.

4. Conduct that violates this Code may be subject to sanctions pursuant to the SMRA’s policies related to discipline and complaints.

The following business values reflect our shared commitment to the sport of ringette  
INTEGRITY; respect the rules. We take responsibility for our actions. We are committed to making fair and ethical decisions for our sport

COLLABORATION; We welcome and appreciate different perspectives. We treat others as they would like to be treated. We focus on creating an optimal experience for all participants.

EXCELLENCE; We strive to lead the way. We will strive to ensure high quality in all that we do. We learn from our experiences, commit to continuously improve and communicate our progress.

#### **Application of this Policy**

5. This Policy applies to conduct that may arise during the course of SMRA business, activities and events, including but, not limited to, its office environment, competitions, practices, training camps, travel, and any meetings.

6. This Policy also applies to the conduct of Individuals that may occur outside of the SMRA’s business, activities, events and meetings when such conduct is detrimental to the image and reputation of the Club, as determined by the SMRA. This policy applies to discourse and interactions in person, by telephone and electronically via email or any and all social media platforms.

#### **Responsibilities**

7. **All** Individuals have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of Individuals and other persons by:
  - i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, color, 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 and members;
  - iii. Consistently demonstrating the spirit of sportsmanship, sports leadership and ethical conduct;
  - iv. Acting, when appropriate, to prevent or correct practices that are unjustly discriminatory;
  - v. Consistently treating individuals fairly and reasonably; and,
  - vi. Ensuring that the rules of ringette, and the spirit of such rules, are adhered to.

b) Refrain from any behavior 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 behavior 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, comments, innuendos or taunts;
- iv. Leering or other suggestive or obscene gestures;
- v. Condescending or patronizing behavior which is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
- vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance;
- vii. Any form of hazing;
- viii. Unwanted physical contact including, but not limited to, touching, petting, pinching or kissing;
- ix. Unwelcome sexual flirtations, advances, requests or invitations;
- x. Physical or sexual assault;
- xi. 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; or
- xii. Retaliation or threats of retaliation against an individual who reports harassment.

c) 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:

- 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; or
- vi. Persistent unwanted contact.

d) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, the Club adopts and adheres to the Canadian Anti-Doping Program. Any infraction of such Program shall be considered an infraction of this Policy and shall be subject to disciplinary action, and possible sanction, pursuant to the SMRA's Discipline Policy. The SMRA will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by any 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 competitive ringette, 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 and cannabis, in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages and cannabis in adult-oriented social situations associated with SMRA events;

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

i) Promote ringette in the most constructive and positive manner possible;

j) Adhere to all federal, provincial, municipal and country laws;

k) Comply at all times with the Bylaws, policies, procedures, rules and regulations of the SMRA, Zone Association (if applicable) and Ringette Alberta, as adopted and amended from time to time.

### **Board/Committee Members and Staff**

8. In addition to paragraph 7 above, **Board and Committee Members** of the SMRA will:

- a) Function primarily as a member of the board and/or committee(s) of the SMRA, not as a member of any other particular member or constituency;
- b) Conduct oneself openly, professionally, lawfully and in good faith in the best interests of the SMRA;
- c) Behave with decorum appropriate to both circumstance and position;
- d) Be fair, equitable, considerate and honest in all dealings with others;
- e) Exercise due diligence in upholding one's fiduciary responsibility to the SMRA;
- f) Respect the confidentiality appropriate to issues of a sensitive nature;
- g) Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight;
- h) Respect the decisions of the majority and resign if unable to do so;
- i) Commit the time to attend meetings and to be diligent in ones preparation for and participation in discussions at such meetings;
- j) Have a thorough knowledge and understanding of all the SMRA's governance documents.

### **Coaches**

9. In addition to paragraph 7 above, **Coaches** have additional responsibilities. The athlete-coach relationship is a privileged one and plays a critical role in the personal as well as 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 at all times:

- a) Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by the Club's Screening Policy, so that the ringette community is satisfied it has minimized the risk of an unsafe environment.
- b) 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.
- c) 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, alcoholic beverages, cannabis and/or tobacco;
- d) Respect all other teams, and athletes from other teams, and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless first receiving approval from the coach who is responsible for the team or athlete(s) involved.
- e) Not engage in a sexual relationship with an athlete of under the age of 18 years or an intimate or sexual relation with an athlete over the age of 18 if the coach is in a position of power, trust or authority over such athlete.
- f) 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;
- g) Dress professionally, neatly and inoffensively; and
- h) Use inoffensive language, taking into account the audience being addressed.

### **Team Staff (Trainers and Managers)**

10. In addition to paragraph 7 above, **Team Staff, including Trainers and Managers**, will have additional responsibilities to:

- a) Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by the Club's Screening Policy, so that the ringette community is satisfied it has minimized the risk of an unsafe environment.
- b) 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.
- c) 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, alcoholic beverages, cannabis and/or tobacco;

- d) Not engage in a sexual relationship with an athlete of under the age of 18 years or an intimate or sexual relation with an athlete over the age of 18 if the coach is in a position of power, trust or authority over such athlete.
- e) Recognize the power inherent in the position of a Manager and/or Trainer 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;
- f) Dress professionally, neatly and inoffensively; and
- g) Use inoffensive language, taking into account the audience being addressed.

### **Athletes**

11. In addition to paragraph 7 above, **Athletes** will have additional responsibilities to:

- a) Report any medical problems in a timely fashion, where such problems may limit the athlete's ability to travel, train or compete;
- b) Participate and appear on time, well nourished and prepared to participate to one's best abilities in all competitions, practices, training sessions, events, activities or projects;
- c) Properly represent oneself and not attempt to enter a competition for which one is not eligible, by reason of age, classification or other reason;
- d) Adhere to the Club's rules and requirements regarding clothing and equipment;
- e) Never ridicule a participant for a poor performance or practice; and
- f) When competing, act in accordance with the SMRA's, Zone Associations (where applicable) and Ringette Alberta's Policies.

### **Officials**

12. In addition to paragraph 7 above, Officials will have additional responsibilities to:

- a) Accept an assignment to officiate only if one intends to honor that commitment. If, for any reason, one is unable to attend, let the person in charge of officials know as soon as possible;
- b) Be fair and objective;
- c) Avoid situations for which a conflict of interest may arise;
- d) Be as impartial, unobtrusive and inconspicuous as possible;
- e) Submit all required documentation in a timely manner;
- f) Conduct all events according to the rules of the SMRA, Zone Association (if applicable) and Ringette Alberta; and
- g) Make independent judgments.

### **Parents/Guardians**

13. In addition to paragraph 7 above, Parents/Guardians of Ringette Alberta Participants at events will:

- a) Encourage athletes to play by the rules and to resolve conflicts without resorting to hostility or violence;
- b) Never ridicule a participant for making a mistake during a performance or practice;
- c) Provide positive comments that motivate and encourage participants' continued effort;
- d) Respect the decisions and judgments of officials, and encourage athletes to do the same;
- e) Respect and show appreciation to all competitors, and to the team staff, officials and other volunteers who give their time to the sport;

### **Dressing Room:**

14. Dressing Room

- a) Parents are discouraged from entering dressing rooms and changing areas unless it is necessary, or the athlete needs assistance with his or her uniform/gear (for example a child under the age of 8).
- b) For teams with children over 8, only a same sex parent/guardian can enter the room until all athletes are dressed with a layer of clothing or Ringette pants/jersey, in addition to undergarments.
- c) Cell phones and other mobile devices with audio or visual recording capabilities, still cameras or video cameras may not be used in dressing rooms or other changing areas including referees change room. If these items need to be used, the user MUST leave the room except when a member of the team staff is using the playback mode as a coaching tool and only when ALL the athletes are dressed
- d) Adult and youth referees of opposite sex shall not share a referee change room without the parent or guardian of the youth referee in attendance.

## TRAVEL

15. in addition to all above:

- a) Athletes must not ride in a coaches vehicle without another adult present who is the same gender as the athlete, unless prior parental/guardian permission is obtained.
- b) When conducting room checks, attending team meetings and/or other activities the TWO-DEEP leadership rule must be followed, and an open and observable environment should always be maintained.
- c) Regardless of gender, a coach or team staff members shall not share a hotel room or other sleeping arrangements with an athlete unless coach or team staff member is the parent, guardian, sibling or spouse of that particular athlete, without expressed parental/guardian permission.
- d) Athletes may only share overnight accommodations with another athlete who are of same gender and similar in age.

## COMPLIANCE AND CONSEQUENCES

16. In addition to all of the above:

- a) Members, participants and employees will comply at all times with the constitution, bylaws, policies, rules and regulations of Ringette Alberta and SMRA as adopted and amended from time to time, including complying with any contracts on athletic agreements executed with SMRA.
- b) Conduct that violates this code of conduct may be subject to sanctions pursuant to SMRA policies related to discipline.
- c) SMRA will strive to put programs in place to communicate these policies and ensure it is adhered to within its association.