

WSAPOL-9 CODE OF CONDUCT

Effective Date: August 2019

Revision Number: 2

Revision Date: April 2020

Weyburn Soccer Association will act with integrity in performing all duties owed to its Membership, the soccer community and the community at large.

WSA will demand the highest standard of personal conduct from its executive and any representative of the Club in any transaction and these transactions must be characterized by courtesy, good faith and respect.

Weyburn Soccer Association agrees to accept both the letter and spirit of the rules that define and govern sport and support the principles of fair play.

Weyburn Soccer Association recognizes soccer's contribution to the enrichment of life and is dedicated to the development of physical, mental, social and emotional fitness for our players.

WSA will ensure:

Members have a responsibility to:

- a) Comply, always, with WSA's bylaws, policies, procedures, directives, and rules and regulations
- b) Work in a spirit of partnership to collaborate with the WSA and all its members and stakeholders to align efforts to achieve the mission of the WSA
- c) Resolve issues that may be in dispute in a professional and civil manner
- d) Maintain and enhance the dignity and self-esteem of members, organizers and other individuals by:
 - i. 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
 - ii. Complying with Canada Soccer's Rules and Regulations specifically, but not limited to, (Section 3, page 2) the Canada Soccer code of Conduct and Ethics and FIFA's Code of Ethics (Section 23, page 20)
 - iii. Directing comments or criticism appropriately and avoiding public criticism of members or organizers
 - iv. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct.
 - v. Consistently treating individuals fairly and reasonably
 - vi. Adhering to the FIFA Laws of the Game and the spirit of those rules

- vii. Demonstrating respect for the Fair Play Principles of Sport, which are:
- a) Respect for both the letter and spirit of the rules;
 - b) Respect for match officials and their decisions;
 - c) Respect for opponents, including modesty in victory and composure in defeat.
 - d) Facilitation of access to sport; and,
 - e) Maintenance of self-control always.
 - e) Refraining from the use of power or authority to coerce another person to engage in inappropriate activities
 - f) Promoting the sport in the most constructive and positive manner possible
 - g) Respecting the property of others and not willfully cause damage
 - h) Adhering to all federal, provincial, municipal and host country laws

Integrity in Sport

Members have a responsibility to:

- a) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods and adhere to the requirements of the Canadian Anti-Doping Program
- b) Respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the SSA or any other sport organization
- c) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has violated an anti-doping rule 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
- d) Refrain from consuming alcohol, tobacco products, marijuana in excess and illicit drugs while participating in the SSA programs, activities, competitions, or events

- e) Refrain from consuming alcohol, tobacco products, and marijuana where minors are present
- f) Reject and condemn all forms of bribery and corruption
- g) Refrain from accepting or giving gifts or other benefits that influence an act that is related to their official activities. If in doubt, gifts shall not be offered or accepted
- h) Refrain from offering or accepting cash, other than reasonable per diems, expense reimbursement or salaries
- i) Refrain from forging or falsifying a document nor use such
- j) Ensure information obtained while carrying out one's duties is treated as confidential if that information is received or can be understood as confidential.
- k) Respect the confidentiality of the information after the relationship with the SSA ceases
- l) Ensure transparency in all actions and decisions
- m) Remain politically neutral
- n) Refrain from betting in connection with soccer and its derivatives and not tolerate any form of manipulation of match results – whether for financial, sporting or political gain, and ensure information in any form that is not publicly available is not used for the above purposes for oneself or another party

Harassment

Members have a responsibility to:

a) Refrain from any behaviour that constitutes harassment, where harassment is defined according to the Canadian Human Rights Commission as a form of discrimination which involves any unwanted physical or verbal behaviour that offends or humiliates. Generally, harassment is behavior that persists over time or serious one-time incidents.

b) 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 a reasonable person ought to know is offensive in the circumstances
- iii. Unwelcome remarks, jokes, comments, innuendo, or taunts
- iv. Leering or other suggestive or obscene gestures
- v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect conditions of participation
- vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
- vii. Any form of hazing
- viii. Retaliation or threats of retaliation against an individual who reports harassment
- ix. Bullying
- x. Offensive or intimidating phone calls, text messages, voicemails, or emails
- xi. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form
- xii. Psychological abuse
- xiii. Discrimination
- xiv. Words, actions, or an environment which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating
- xv. 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

c) Refrain from any behaviour that constitutes violence, where violence is defined as the exercise of physical force that causes or could cause physical injury; an attempt to exercise physical force that could cause physical injury; or a statement or behaviour that it is reasonable to interpret as a threat to exercise physical force. Types of behaviour that are applicable to this section include, but are not limited to:

- i. Verbal threats to attack
- ii. Sending or leaving threatening notes, text messages, voicemails, or emails
Making threatening physical gestures
- iii. Wielding a weapon

- iv. Hitting, pinching or unwanted touching which is not accidental or deemed to be generally accepted as a part of sport participation
- v. Throwing an object in the direction of someone
- vi. Blocking normal movement or physical interference, with or without the use of equipment
- vii. Any attempt to engage in the type of conduct outlined above

d) 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. Sexual violence
- iii. Display of sexually offensive material
- iv. Sexually degrading words used to describe a person
- v. Inquiries or comments about a person's sex life
- vi. Unwelcome sexual flirtations, advances, requests, invitations or propositions
- vii. Inappropriate sexual touching, advances, suggestions or requests
- viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
- ix. Physical or sexual assault

Board/Committee Members and Staff

The Weyburn Soccer Association directors, committee members, and staff must also:

- a) Function primarily as a member of the staff, board and/or committee(s) of the Association; not as a member of any other particular member or constituency and comply with Canada Soccer's Requirements for Good Governance
- b) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the Association's business and the maintenance of members' confidence
- c) Ensure that the Association's financial affairs are conducted for all fiduciary and operational responsibilities
- d) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the Association
- 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 the Association's activities, the provincial sport community, and general trends in the sport in which they operate

- h) 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
- i) Respect the confidentiality appropriate to the business at hand
- j) Ensure that 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 the Association governance documents
- n) Conform to the bylaws and policies approved by the Association, in particular this Code of Conduct and Ethics as well as the Conflict of Interest Policy and Confidentiality Policy

Team Personnel

Team personnel (which includes, but not limited to, all coaches, assistant coaches, managers, and gender representatives, medical or other personnel in a position of influence on the athlete) have many additional responsibilities. The team personnel-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Team personnel must understand the power inherent in the position of team personnel 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. Team personnel 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. This applies equally to the relationship between match officials and their coaches, instructors, assessors, and mentors. Team personnel must also:

- 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 athletes' medical and psychological treatments
- d) Support the team personnel of a training camp, provincial team, or national team, should an athlete qualify for participation with one of these programs
- e) Provide athletes (and the parents/guardians/caregivers of athletes) with the information necessary to be involved in the decisions that affect the athlete
- f) Act in the best interest of the athlete's development as a whole person
- g) Respect other team personnel

- h) Meet the highest standards of credentials, integrity and suitability, including but not limited to such considerations established by the Association's Screening Policy
- i) Report any ongoing criminal investigation, previous convictions, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance
- j) 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, marijuana and/or tobacco

- k) 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 athletes
- l) 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 in a position of power, trust, or authority over the athlete
- m) Dress professionally, neatly, and inoffensively
- n) Use inoffensive language, taking into account the audience being addressed
- o) Act professionally at all times

Athletes

Athletes must also:

- a) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete; or in the case of carded athletes, interfere with the athlete's ability to fulfill requirements under the Athlete Assistance Program
- b) Participate and appear on-time, well-nourished, and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, 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'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 athletes, officials, coaches, or spectators
- g) Dress in a manner representative of the Association; focusing on neatness, cleanliness, and discretion
- h) Act in accordance with the Association's policies and procedures and, when applicable, additional rules as outlined by team personnel
- i) Act in a sportsmanlike manner and not display appearances of violent behaviour, foul language, or offensive gestures

1.10 Officials

1.10.1 Match officials must also:

- a) Conduct themselves with dignity both on and off the field of play and shall, by example, seek to inspire the principles of fair play
- b) Not cause the Canada Soccer, Saskatchewan Soccer or any regional referees association to become involved in any controversial matters, and shall abide by the rules and regulations of the provincial soccer association and the referee's own regional association
- c) Adhere to all standards and directives established by the international (FIFA), national (Canada Soccer) and provincial (SSA) soccer association, and Member Organization
- d) Be neat in appearance and maintain a high level of physical and mental fitness
- e) Study and enforce the current Laws of the Game and any event-specific rules and regulations
- f) Perform their designated duties, including attending organized clinics and lectures, etc. and shall assist their colleagues in upgrading and improving their standards of officiating, instructing and assessing
- g) Honour any appointments accepted, unless unable to do so by virtue of illness or personal emergency. Appointments are prioritized as FIFA – Canada Soccer – SSA – Local MO
- h) Not publicly criticize other match officials, Canada Soccer, Saskatchewan Soccer or other provincial/territorial soccer associations, or any referee association. This includes statements on social media platforms
- i) Not make any statement to the media (newspaper, television, radio, social etc.) related to a game in which the match official has officiated, or to the performance of the players or other match officials
- j) Not accept any appointment to officiate in any competitive game involving a team or club to whom the match official is directly affiliated as a player, team personnel, and organizer
- k) Not accept an appointment to officiate in any provincial championship game involving a team or club to whom the match official is directly affiliated as a player, team personnel, and organizer
- l) Not accept any appointment to officiate in any competitive game in which an immediate member of their family by marriage or common law is a registered player or team personnel. An immediate member of the family is a parent/guardian/caregiver, a spouse, child or sibling
- m) Not accept any appointment to officiate in unsanctioned events
- n) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
- o) When writing reports, set out the true facts and not attempt to justify any decisions
- p) Report any approach to fix the result of a match

Spectators and Parents/Guardians/Caregivers

Spectators and parents/guardians/caregivers must also:

- 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 match officials and encourage athletes to do the same
- e) Respect and show appreciation to all competitors, and to the team personnel, match officials, and other volunteers who give their time to the sport
- f) Refrain from entering the training or competition areas and from interfering with any activity

Players:

- Wear uniform proudly.
- Arrive on time.
- Obey directions of your coach.
- Act in a sportsmanlike manner always. - Avoid improper conduct.
- Respect referee's decision
- Be aware that the laws of soccer forbid abusive language and racial innuendo.
- While representing the Weyburn Soccer Association at tournaments or any other event, all players will conduct themselves in a proper and orderly manner.
- When required all players will wear the uniform provided to them by the Weyburn Soccer Association

Coaches:

- Always adhere to the "Rule of Two"
- This means that any one-on-one interaction between a WSA representative and an athlete must take place within the presence of the second adult, except for medical emergencies.
- Should there be a circumstance where a screened, trained, and certified representative is not available, a screened volunteer, parent, or adult can be recruited.
- Review and practice "SSA Guidelines on Safe Working Practice for Adults Working with Children and Youth"
- Support the principles of fair play and promote sportsmanship.
- Treat players with respect and allow them to participate equally no matter what talent they have.
- Be responsible for encouraging good conduct by parents and players at games.
- Help athletes develop a positive self-image.
- While representing the Weyburn Soccer Association at tournaments or any other event, it is the responsibility of the coach to ensure that all players under his control will not

attempt to embarrass or demean their hosts or act in any way which would serve to bring WSA into disrepute.

Referees:

- Referees are to conduct themselves in accordance and compliance with the SSA

Parents:

- Be kind to your child's coach and to officials. The Coach is a volunteer giving of personal time and money to provide a recreational activity for your child. The coach is providing valuable community service often without reward other than the personal satisfaction of having served his community.
- Applaud good plays by your team and by members of the opposing team.
- 🗨️ At every soccer match you require someone to be in control. That is the official. This person allows your child to play this game fairly. Please do not abuse them. They are doing their best. Please remember many of our referees are young people who are learning the game themselves. Treat them, as you would like your child treated. Let us respect their decisions. 🗨️ Please make sure your child is on time for games and practices. 🗨️ Please assist us in making it a pleasant experience by volunteering whenever possible.

WSAPOL-10 CODE OF CONDUCT TO PROTECT CHILDREN

Effective Date: August 2019

Revision Number: 1

Revision Date: August 2019

Why a Code of Conduct Specifically for Children?

The Weyburn Soccer Association has developed this Code of Conduct to Protect Children because we are committed to ensuring all children are protected and safe. A Code of Conduct to Protect Children is an important part of creating safe environments for children. The safety, rights and well-being of children participating in our programs is a priority in our daily operations. We nurture supportive and inclusive relationships with children while balancing and encouraging appropriate boundaries.

The intent of this policy is to guide our volunteers in their interactions and development of healthy relationships with the children involved in the activities or programs delivered by our organization and to model appropriate boundaries for children.

For the purposes of WSA, and in keeping with the Government of Canada, “minor child” is defined as a person under the age of 18, and all WSA youth (child, minor, minor child) referenced documents are to be interpreted as pertaining to youth under the age of 18.

See <http://www.canada.ca>, “provincial definitions of a minor”.

Treating Children with Dignity and Maintaining Boundaries

All volunteers must:

- Treat all children with respect and dignity.
- Establish, respect, and maintain appropriate boundaries with all children and families involved in activities or programs delivered by the organization. It is important that we each monitor our own behaviour towards children and pay close attention to the behaviour of our peers to ensure that behaviour is appropriate and respectful and will be perceived as such by others.

All interactions and activities with children:

- Should be known to, and approved by, a supervisor/designated person and/or the parents of the child.
- Tied to your duties.

- Designed to meet the child’s needs not our own needs. WSA prohibits the use of SMS (text & video) communications with children/youth under the age of 12. SMS communications are applicable only to teams aged U13 and up with express consent of the parent/guardian.

Always consider the child’s reaction to any activities, conversations, behaviour or other interactions. If at any time you are in doubt about the appropriateness of your own behaviour or the behaviour of others, you should discuss it with the designated person within your organization.

General Rules of Behaviour

- Always adhere to the “Rule of Two”. This means that any one-on-one interaction between a WSA representative and an athlete must take place within the presence of the second adult, except for medical emergencies. Should there be a circumstance where a screened, trained, and certified representative is not available, a screened volunteer, parent, or adult can be recruited.

Volunteers of the organization must not:

- Engage in any sort of physical contact with a child that may make the child, or a reasonable observer feel uncomfortable, or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any communication with a child within or outside of job/volunteer duties, that may make the child uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any behaviour that goes against (or appears to go against) the organization’s mandate, policies, or Code of Conduct to Protect Children, regardless of whether they are serving the organization at that moment.
- Conduct their own investigation into allegations or suspicions of potentially illegal or inappropriate behaviour – it is an volunteer’s duty to report the matter to his/her supervisor/designated person or Child Welfare Agency, not to investigate.

What Constitutes Inappropriate Behaviour

Inappropriate behaviour includes:

1. Inappropriate Communication. Communication with a child or his/her family outside of a work/volunteer context, regardless of who initiated the exchange. For example: Personal phone calls or letters, Electronic communications (email, text message, instant message, online chats, social networking (including “friending”), etc.) Excessive communications (online or offline).
2. Inappropriate Contact. Spending unauthorized time with a child or the child’s family outside of designated work times and volunteer activities. You must report all contact

with a child or the child's family outside of designated work times and activities BEFORE the contact occurs to the designated person within your organization.

3. Favouritism. Singling out a child or certain children and providing special privileges and attention. For example, paying a lot of attention to, giving or sending personalized gifts, or allowing privileges that are excessive, unwarranted or inappropriate.
4. Taking Personal Photos/Videos. Using a personal cell phone, camera or video to take pictures of a child, or allowing any other person to do so, as well as uploading or copying any pictures you may have taken of a child to the Internet or any personal storage device. Pictures taken as part of your job duties (when known to your supervisor) are acceptable, however, the pictures are to remain with the organization and not be used by you in a personal capacity. Inappropriate behaviour also includes:
 5. Telling sexual jokes or making comments to a child that are in any way suggestive, explicit or personal.
 6. Showing a child material that is sexual in nature, including, signs, cartoons, graphic novels, calendars, literature, photographs, screen savers, or displaying such material in plain view of a child or making such material available to a child.
 7. Intimidating or threatening a child.
 8. Making fun of a child (shaming, embarrassing, humiliating, criticizing, or blaming).

Whether or not a behavior or action constitutes inappropriate behaviour will be a matter determined by the organization having regard to all the circumstances, including past behaviour, and allegations or suspicions related to such behaviour.

Reporting Requirements

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behaviour or inappropriate behaviour, discuss the issue with the designated person within your organization who will support you through the process. Remember: You have an independent duty to report all suspicions of potentially illegal behaviour directly to police and/or child welfare. All employees and volunteers must report suspected child sexual abuse, inappropriate behaviour or incidents that they become aware of, whether the behaviour or incidents were personally witnessed or not.

Follow up on Reporting

When an allegation or suspicion of potentially illegal behaviour is reported, police and/or a child welfare agency will be notified. The organization will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behaviour is made, the organization will follow up on the matter to gather information about what happened and determine what, if any, formal or other disciplinary action is required.