

GYMNASTICS SASKATCHEWAN DISPUTE RESOLUTION POLICY SUITE

GYMNASTICS SASKATCHEWAN – CODE OF CONDUCT

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1. GYMNASTICS SASKATCHEWAN - CODE OF CONDUCT

1.1 Introduction

- i. Gymnastics Saskatchewan is established for the purpose of the positive development of the activity/sport of gymnastics and those who participate in it. To that end, all members of the Association must abide by the rules of ethical and sportsmanlike behavior. In order to maintain the privilege of membership in Gymnastics Saskatchewan, all members shall act in accordance with the *Code of Conduct*.
- ii. The *Code of Conduct* applies to all members of Gymnastics Saskatchewan when participating in and traveling to or from any activity sponsored or sanctioned by the Association. Clubs/organizations shall make the *Code of Conduct* and *Risk Management policies* available to their members. Clubs/organizations, club and provincial team coaches and team managers bear the responsibility for ensuring that their person members are aware of and understand the provisions of the *Code of Conduct*. The club/organization bears the responsibility for ensuring that their individual members are aware of and are following the *Code of Conduct*, and for preparing the person in such a way as to clearly delineate precisely what conduct is expected when participating in any program, event or competition sponsored or sanctioned by the Association.

1.2 Definitions

- i. The following terms have these meanings in this Code:
 - a. "Association" – Gymnastics Saskatchewan
 - b. "Persons" – All categories of membership defined in the Association's Bylaws or policies, including the Association itself, member clubs and all persons engaged in activities with the Association including, but not limited to, athletes, coaches, referees, officials, volunteers, managers, administrators, committee members, and directors and officers of the Association

1.3 Purpose

- i. The purpose of this Code is to ensure a safe and positive environment by making persons aware that there is an expectation of appropriate behavior consistent with this Code. The Association supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all persons are treated with respect and fairness.

1.4 Application of this Code

- i. This Code applies to each persons' conduct during the Association's business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with the Association's activities, the Association's office environment, and any meetings.
- ii. This Code also applies to each persons' conduct outside of the Association's business, activities, and events when such conduct adversely affects relationships within the Association and/or its Members (and its work and sport environment) and is detrimental to the image and reputation of the Association. Such jurisdiction will be determined by the Association at its sole discretion.
- iii. Persons who violate this Code may be subject to sanctions pursuant to the Association's *Discipline and Complaints Policy*.
- iv. An employee of the Association found to have breached this Code will be subject to appropriate disciplinary action subject to the terms of the Association's *Human Resources Policy* as well as the employee's Employment Agreement, as applicable.

1.5 Responsibilities

- i. Persons have a responsibility to maintain and enhance the dignity and self-esteem of the Association members and other persons by:
 - a. Demonstrating respect to persons regardless of body type, physical characteristics, athletic ability, age, ancestry, color, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
 - b. Focusing comments or criticism appropriately and avoiding public criticism of persons or the Association
 - c. Consistently demonstrating the spirit of sporting behaviour sport leadership, and ethical conduct
 - d. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
 - e. Consistently treating persons fairly and reasonably
 - f. Ensuring adherence to the rules of the sport and the spirit of those rules
- ii. Persons also have a responsibility to refrain from any behavior that constitutes **harassment**. Types of behavior that constitute harassment include, but are not limited to:
 - a. Written or verbal abuse, threats, or outbursts

- b. The display of visual material which is offensive or which one ought to know is offensive
 - c. Unwelcome remarks, jokes, comments, innuendo, or taunts
 - d. Leering or other suggestive or obscene gestures
 - e. Condescending or patronizing behavior which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
 - f. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
 - g. Any form of hazing
 - h. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
 - i. Unwelcome sexual flirtations, advances, requests, or invitations
 - j. Physical or sexual assault
 - k. Behaviors such as those described above that are not directed towards a specific person or group but have the same effect of creating a negative or hostile environment
 - l. Retaliation or threats of retaliation against a person who reports harassment
- iii. Persons have a responsibility to refrain from any behavior that constitutes **workplace harassment**, where workplace harassment is defined as conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome. Workplace matters such as workplace harassment should not be confused with legitimate, reasonable management actions that are part of the normal work function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behavior that constitute workplace harassment include, but are not limited to:
 - a. Workplace Harassment means:
 - Bullying
 - Repeated offensive or intimidating phone calls or emails
 - Inappropriate touching, advances, suggestions or requests
 - Displaying or circulating offensive pictures, photographs or materials
 - Psychological abuse
 - Discrimination
 - Intimidating words or conduct (offensive jokes or innuendos)
 - Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning
- iv. Refrain from any behavior that constitutes **workplace violence**, where workplace violence is defined as the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker; or a statement or behavior that it is reasonable for a worker to interpret as a threat to exercise

physical force against the worker, in a workplace, that could cause physical injury to the worker. Workplace matters such as workplace violence should not be confused with legitimate, reasonable management actions that are part of the normal work function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions. Types of behavior that constitute workplace violence include, but are not limited to:

- a. Workplace Violence means:
 - Verbal threats to attack a worker
 - Sending to or leaving threatening notes or emails
 - Making threatening physical gestures
 - Wielding a weapon
 - Hitting, pinching or unwanted touching which is not accidental
 - Blocking normal movement or physical interference, with or without the use of equipment
 - Sexual violence
 - Any attempt to engage in the type of conduct outlined above

- v. 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:
 - a. Sexual Harassment means:
 - Sexist jokes
 - Display of sexually offensive material
 - Sexually degrading words used to describe a person
 - Inquiries or comments about a person's sex life
 - Unwelcome sexual flirtations, advances, or propositions
 - Persistent unwanted contact

- vi. Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, the Association adopts and adheres to the Canadian Anti-Doping Program. The Association will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the Association or any other sport Association

- vii. 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 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)

- viii. Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- ix. Take reasonable steps to manage the responsible consumption of alcoholic beverages/cannabis in social situations associated with Gymnastics Saskatchewan events
- x. Respect the property of others and not willfully cause damage
- xi. Adhere to all federal, provincial, municipal and host country laws
- xii. Comply, at all times, with the Association's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time
- xiii. When driving a vehicle with a person:
 - a. Not Have his or her license suspended
 - b. Not Be under the influence of alcohol, cannabis, illegal drugs or substances
 - c. Have valid car insurance
- xiv. 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.

1.6 Board/Committee Members

- i. In addition to **Section 1.5 – Responsibilities** (above), Association's Directors and Committee Members will have additional responsibilities to:
 - a. Function primarily as a member of the board and/or committee(s) of Association; 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 the Association's business and the maintenance of the persons' confidence
 - c. Ensure that the Association'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 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
 - g. Keep informed about the Association's activities, the provincial sport community, and general trends in the sectors 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 issues of a sensitive nature
- j. Respect the decisions of the majority and resign if unable to do so
- k. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- l. Have a thorough knowledge and understanding of all Association governance documents
- m. Conform to the bylaws and policies approved by Association

1.7 Coaches

- i. In addition to **Section 1.5 – Responsibilities** (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 athletes' medical and psychological treatments
 - d. Accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate
 - 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. Comply with the Association's Screening Policy
 - i. Report to the Association any ongoing criminal investigation, conviction, 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, cannabis and/or tobacco

- k. Do not recruit athletes from other clubs/organizations; respect athletes who are members of other clubs/organizations 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. Dress professionally, neatly, and inoffensively
- m. Use inoffensive language, taking into account the audience being addressed
- 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. 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
- p. Refrain from using their power or authority to coerce another person to engage in or tolerate sexual or harmful activities.
- q. Refrain from conduct that causes physical or emotional harm to persons
- r. Prevent the use of power or authority in an attempt, successful or not, to coerce another person to engage in or tolerate sexual activity.

1.8 Athletes

- i. In addition to **Section 1.5– Responsibilities** (above), athletes are responsible to:
 - 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 their carded athlete requirements
 - 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. Act in a sporting behaviour manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators
 - f. Dress in a manner representative of the Association; focusing on neatness, cleanliness, and discretion

- g. Act in accordance with the Association's policies and procedures and, when applicable, additional rules as outlined by coaches or managers

1.9 Officials

- i. In addition to **Section 1.5– Responsibilities** (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 the Association by agreeing to enforce and abide by national and provincial rules and regulations
 - d. Take ownership of actions and decisions made while officiating
 - e. Respect the rights, dignity, and worth of all persons
 - f. Not publicly criticize other officials or any club or the Association
 - g. Act openly, impartially, professionally, lawfully, and in good faith
 - h. Be fair, equitable, considerate, independent, honest, and impartial in all dealings
 - i. Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about persons
 - j. Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or the Association at the earliest possible time
 - k. When writing reports, set out the true facts
 - l. Dress in proper attire for officiating

1.10 Parents/Guardians and Spectators

- i. In addition to **Section 1.5– Responsibilities** (above), Parents/Guardians and Spectators at events will:
 - a. Encourage athletes to play by the rules and to resolve conflicts without resorting to hostility 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 participants continued effort

- e. Respect the decisions and judgments of officials and encourage athletes to do the same. Feedback on competition performances is provided by officials only to the coaching staff, so parents are encouraged to discuss any questions with your athletes' coach
- f. Recognize that officials, executives, and staff act in good faith, and in the best interests of the athletes and sport as a whole.
- g. Respect the decisions and judgments of officials, and encourage athletes to do the same
- h. Never question an officials' or staffs' judgment or honesty
- i. Support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm
- j. Respect and show appreciation to all competitors, and to the coaches, officials, and other volunteers
- k. Refrain from the use of bad language, nor harass competitors, coaches, officials, parents/guardians, or other spectators