



## Charleswood Youth Soccer Association

### **Code of Conduct and Ethics**

#### **Definitions**

1. The following terms have these meanings in the Code:

- a) "Organization" - Charleswood Youth Soccer Association (CYSA)
- b) "Individuals" - All categories of membership defined in the Organization Bylaws, as well as all individuals engaged in activities with, the Organization including, but not limited to, athletes, coaches, volunteers, managers, administrators, committee members, executive members, directors and officers
- c) "Governing Bodies" Any governing body the Organization is a member of

#### **Purpose**

2. The purpose of this code is to ensure a safe and positive environment (within Organization programs, activities, and events) by making individuals aware that there is an expectation, at all times, of appropriate behaviour. Organization supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect. In addition to the CYSA code of conduct all Individuals are expected to follow any "Code of conduct" put forth by any governing body of CYSA.

#### **Application of this Code**

3. This Code applies to individuals' conduct during Organization business, activities, and events including, but not limited to, competitions, practices, travel associated with Organization activities, Board of Director meetings and any other Organization meetings.

4. This Code also applies to Individuals' conduct outside the Organization's business, activities and events when such conduct adversely affects relationships with the Organization and is detrimental to the image and reputation of the Organization. Such applicability will be determined by the Organization, at its sole discretion.

5. An Individual who violates this Code may be subject to sanctions. In addition to facing possible sanction, an Individual who violates this code during a competition may be ejected from the competition and the Individual may be subject to additional discipline.

#### **Responsibilities**

6. Individuals have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of Individuals and other individuals by:
- i. Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, colour, 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, or members
  - iii. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct.
  - iv. Acting when appropriate, to correct or prevent practices that are unjustly discriminatory
  - v. Consistently treating individuals fairly and reasonably
  - vi. Ensuring adherence to the rules of soccer and the spirit of those rules
- b) Refrain from any behaviour 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 behaviour that constitute harassment include, but are not limited to:
- i. Unwelcome remarks, jokes, comments, innuendo, or taunts
  - ii. Suggestive or obscene gestures
  - iii. Any form of hazing
  - iv. Retaliation or threats of retaliation against an individual who reports harassment to the Organization
  - v. Bullying
  - vi. Offensive or intimidating phone calls, emails or social media activity.
  - vii. Displaying or circulating offensive pictures, photographs or materials in printed or electronic form.
  - viii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating
  - ix. 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 sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, request 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. 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, suggestions or requests

- vi. Unwanted physical contact
- d) Refrain from any behaviour that constitutes violence, where violence is defined as the exercise of 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 to or leaving threatening notes, emails or social media messages
  - iii. Making threatening physical gestures
  - iv. Wielding a weapon
  - v. Hitting, pinching, or unwanted touching which is not accidental
  - vi. Throwing an object
  - vii. Blocking normal movement or physical interference, with or without the use of equipment
  - viii. Any attempt to engage in the type of conduct outlined above
- e) Abstain from the use of illegal drugs or the use of performance-enhancing drugs or methods
- f) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- g) While acting in the capacity as either a coach or volunteer responsible for supervising activities and/or athletes, refrain from consuming non-medicinal drugs, intoxicants, tobacco products, or excessive alcohol
- h) In the case of minors, refrain from consuming alcohol, non-medicinal drugs or tobacco products.
- j) Respect the property of others and not willfully cause damage
- k) Adhere to all federal, provincial and municipal laws
- n) Comply, at all times, with the Organization's and Governing Bodies bylaws, policies, procedures and rules and regulations, as adopted and amended from time to time

### **Board/Committee Members**

7. In addition to section 6 (above), Organization's Executive Board Members and Committee Members will have additional responsibilities to:
- a. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of the Organization business and the maintenance of Individuals' confidence
  - b. Ensure that the Organization's 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 Organization
- d. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
- e. Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in dealing with others
- f. Keep informed about Organization activities, and general trends in the sectors in which they operate
- g. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the Organization is incorporated
- h. Respect the confidentiality appropriate to issues of a sensitive nature
- i. Ensure that Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight
- 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 meeting
- l. Have a thorough knowledge and understanding of all Organization governance documents

#### **Coaches and team personnel**

8. In addition to section 6 (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. Support the movement of players to higher levels of play should an athlete qualify for participation with one of these programs
  - e. Provide athletes (and the parents/guardians of minor 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. Meet the coaching credentials, as required by the Organization
  - h. Respect athletes playing with other teams and, in dealing with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching'

- i. 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.
- j. Dress professionally, neatly, and with Organization approved attire
- k. Use inoffensive language

### **Athletes**

9. In addition to section 6 (above), athletes will have additional responsibilities to:

- a. Play within the laws of the game and within the rules and regulations of the Organization and any Governing Bodies
- b. Understand that an injury or concussion is a serious matter and that injuries can have both short and long term effects. It is the athletes responsibility to stop playing immediately if they suspect an injury or concussion and to inform their coach
- c. Appreciate the vital role that each individual plays by being respectful and kind to your fellow players
- d. Understand that you are representing your team and sports community as a whole and that unsporting behaviour or foul language is unacceptable.
- e. Wear proper equipment and play safely
- f. Accept the decisions of match officials with good grace and dignity. Do not argue with the referees, coaches, teammates or opponents
- g. Be "Coachable". This means being attentive to instructions during practices and games and always putting forward your best effort
- h. Make a commitment to your team for the duration of the season and attend matches regularly, on time, and with a positive attitude

### **Spectators and Parents**

10. In addition to Section 6 (above), parents and spectators will have additional responsibilities to:

- a. Encourage athletes to play by the rules and regulations
- b. Encourage athletes to resolve conflicts in a positive manner
- c. Provide positive comments which motivate and encourage participants
- d. Never ridicule a participant for making a mistake
- e. Respect the decisions of match officials and encourage athletes to do the same
- f. Respect and show appreciation to all competitors, coaches, officials and other volunteers
- g. Refrain from entering the training or competition area and from interfering with any activities

### **Duty of disclosure, reporting and cooperation**

11. Any behaviour prohibited by this code that is experienced or observed must be reported confidentially to the CYSA board of directors. This may be reported confidentially and in writing to any executive board member of CYSA. When a report is submitted, the following shall apply:
- i. A person reporting a violation shall remain anonymous, except in those circumstances where the nature of the disclosure and/or resulting investigation make it necessary (for example, legal investigations and proceedings)
  - ii. A person is protected against retaliation as a result of having made, in good faith, a report which the person believes to be valid or as a result of such person having otherwise assisted in the investigation of the report
  - iii. Retaliation against a person who raises a concern, in good faith, will not be tolerated and is considered a violation of this Code
  - iv. There is an additional responsibility to report any suspicious indications of abuse to regional law enforcement and/or child protective authorities

#### **Coming into Force**

12. This CYSA Code of Conduct and Ethics came into force on this 3rd day, of December, 2018 and will be reviewed on an annual basis and may be amended, deleted or replaced by an Ordinary Resolution of the Board of Directors.