



Thunder Bay Diving Club Code of Conduct and Ethics

Definitions

1. The following terms have these meanings in this Code:
 - a) *"Individuals"* – All categories of membership defined in the Club's Bylaws, as well as all individuals employed by, or engaged in activities with, the Club including, but not limited to, athletes, coaches, referees, officials, volunteers, parents and spectators, managers, administrators, committee members, and directors and officers of the Club
 - b) *"Club"* – Thunder Bay Diving Club

Purpose

2. The purpose of this Code is to ensure a safe and positive environment by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with this Code. The Club supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

Application of this Code

3. This Code applies to all Individuals'. An Individual who violates this Code may be subject to sanctions pursuant to the Club's *Discipline and Complaints Policy*.
4. An employee of the Club found to have breached this Code will be subject to appropriate disciplinary action.
5. Where appropriate, breaches of this code may be referred to affiliated organizations or programs, including but not limited to Dive Ontario, Dive Canada, Canadian Anti-Doping Program, and Safe Sport Canada.
6. Coaches are required to review and acknowledge the Diving Plongeon Canada Code of Conduct through the Screening Process.

Responsibilities

7. Individuals have a responsibility to:
 - a) Maintain and enhance the dignity and self-esteem of the Club members 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. Focusing comments or criticism appropriately and avoiding public criticism of Individual or the Club
 - 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 the sport and the spirit of those rules
- b) Refrain from any behaviour that constitutes **harassment**. 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 one ought to know is offensive
 - 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 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. 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
 - xii. Retaliation or threats of retaliation against an individual who reports harassment
- c) Refrain from any behaviour that constitutes **workplace harassment or workplace violence**, 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; and 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 behaviour 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 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 behaviour that constitute workplace harassment or workplace violence include, but are not limited to:

Workplace Harassment

- i. Bullying



- ii. Repeated offensive or intimidating phone calls or emails
- iii. Inappropriate touching, advances, suggestions or requests
- iv. Displaying or circulating offensive pictures, photographs or materials
- v. Psychological abuse
- vi. Discrimination
- vii. Intimidating words or conduct (offensive jokes or innuendos)
- viii. Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning

Workplace Violence

- ix. Verbal threats to attack a worker
 - x. Sending to or leaving threatening notes or emails
 - xi. Making threatening physical gestures
 - xii. Wielding a weapon
 - xiii. Hitting, pinching or unwanted touching which is not accidental
 - xiv. Blocking normal movement or physical interference, with or without the use of equipment
 - xv. Sexual violence
 - xvi. 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. 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
 - vi. Persistent unwanted contact
- e) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, Dive Ontario adopts and adheres to the Canadian Anti-Doping Program. The Club will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the Club or any other sport Association
- f) 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)
- g) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities



- h) Refrain from consuming alcohol, tobacco products, or recreational drugs while participating in Club programs, activities, competitions, or events
- i) In the case of adults, avoid consuming alcohol in situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with the Club's events
- j) Respect the property of others and not wilfully cause damage
- k) Adhere to all federal, provincial, municipal and host country laws
- l) Comply, at all times, with the Club's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

Board/Committee Members and Staff

8. In addition to section 5 (above), the Club's Directors, Committee Members, and Staff will have additional responsibilities to:
- a) Function primarily as a member of the board and/or committee(s) of the Club; 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 Club's business and the maintenance of Individuals' confidence.
 - c) Ensure that the Club'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 the Club.
 - 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 Club'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 Club 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 Club governance documents.
- m) Conform to the bylaws and policies approved by the Club.

Coaches

9. In addition to section 5 (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 Dive Ontario and Dive Canada's *Screening Policy*.
- i) Report to the Club 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 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) Respect the role of the officials in all dealings, treat them with respect and consideration.
- m) 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.
- 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) Dress professionally, neatly, and inoffensively.
- p) Use inoffensive language, taking into account the audience being addressed.

Athletes

10. In addition to section 5 (above), athletes will have additional responsibilities 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 Club's rules and requirements regarding clothing and equipment.
- e) Act in a sportsmanlike 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 Club; focusing on neatness, cleanliness, and discretion.
- g) Act in accordance with the Club's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.



Parents/Guardians and Spectators

11. In addition to paragraph 5 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 their athlete's 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.