



NICA NATIONAL
INTERSCHOLASTIC
CYCLING ASSOCIATION

Creating a team code of conduct

60 minute session

Materials: Copies of the NICA team code of conduct. [Sample template here](#). Print off 1 copy per participant. Blank sheets of paper or notebook for coaches to write their own notes. A whiteboard could also be helpful for coach supporters to take key notes in front of the room.

Facilitator Role: Introduce the importance of having a team code of conduct. Make sure everyone knows that coaches, student-athletes, and parents sign this and agree to terms when they register in Pit Zone. Facilitate coach discussion of the importance of having a team-specific code for accountability, team culture, etc. Lead coaches through creating their own codes.

Structure: Short introduction with a discussion. Break into small groups of 2-4 at tables. Work 30 min on code of conduct or until they are finished. Wrap together for a 15 min group discussion. Ideal to put coaches from the same team together for small group breakouts.

Session Goals: Coaches should understand the importance of a team code of conduct and why it's critical to hold everyone accountable. Coaches finish with a sample team code of conduct to take back to their teams.

Workshop steps

1. Introduce the **Team Code of Conduct** concept to the group. Hand out copies of the sample team code of conduct. Background information for the Coach Supporter can be found here [NICA Coach Evaluation Process](#). The team code of conduct, team coach expectations, and team goals intertwine. (15 min)
 - a. Emphasizing the NICA Code of Conduct template is a starting point. Each team/coach should discuss evaluations, goals, and rules early or at the start of the season that go beyond the NICA Code of Conduct.
 - b. Facilitate a group discussion before they start. Example questions:
 - i. Why do teams need a code of conduct?
 - ii. How does it help coaches set expectations?
 - iii. Who should take part in crafting the team code of conduct?
2. Split into groups of 2-4 (approximately). Place coaches from the same teams together.
3. In small groups, have each group make changes to the sample code of conduct or create entirely new terms of their own team code. Each group should end this step with a sample code of conduct to take home. (30 min)
 - a. Facilitator should stop by each group at least 1 or 2 times during the 30 min. To check in, ask questions and ensure the group is talking.
 - b. Ask each group ahead of time to nominate one person to report back to the group.
 - c. Challenge them to discuss the challenges they have running teams. To discuss team culture. To talk openly about expectations.
4. Facilitate a group discussion to close. Ask each group to report back. 15 min
 - a. Example questions:
 - i. What was their biggest take away from the process?
 - ii. What was missing from the template? What did they add? Social media? Arriving on time, etc?
 - iii. What issues do they commonly have on their teams that could be addressed in a code of conduct?
 - iv. Do they have a different code for parents, student-athletes or coaches?
 - v. How would they use this with their team?
 - vi. How will they communicate expectations to their teams?