

## **Fairway Gorge Paddling Club Society Code of Conduct**

**(for Directors, staff, coaches, volunteers, and contractors)**

### **Application of the Codes of Conduct**

The General Code of Conduct applies to all Fairway Gorge Paddling Club Society ("FGPC") directors, staff, coaches (for FGPC and independent programs), volunteers and contractors.

In addition, coaches have further responsibilities under the Code of Conduct for Coaches, and directors have further responsibilities under the Code of Conduct for Directors.

These Codes of Conduct apply to conduct during any activities, programs and events that are under the direct control or management of FGPC, as well as any situation where a person who is subject to these Codes of Conduct is acting on behalf of or as a representative of FGPC. Such situations include, but are not limited to, where a person covered by these Codes of Conduct is acting in the context of written or electronic communications, social media, or in person.

These Codes of Conduct should be read in conjunction with any contract or agreement entered into between FGPC and its directors, managers, staff, coaches, volunteers and contractors. These Codes of Conduct should also be read in conjunction with FGPC's policy regarding reporting and investigating complaints and concerns.

These Codes of Conduct may be reviewed, amended, deleted or replaced at any time by a resolution of the FGPC Board of Directors, following consultation with FGPC senior staff.

### **General Code of Conduct**

All FGPC directors, staff, coaches, and volunteers have the responsibility to:

- adhere to the operational and safety policies of FGPC and, where applicable, the safety policies of the governing national organization for the sporting activity (e.g., Canadian Outrigger Racing Association for outrigger, Dragon Boat Canada for dragon boat, Canoe Kayak Canada for sprint canoe and kayak)
- adhere to the operational and safety decisions established by FGPC staff;
- place safety above all else, and report any safety concerns or incidents to the FGPC safety officer and/or other appropriate staff as soon as possible;

- demonstrate professionalism, ethical behaviour, mutual respect and the spirit of good sportsmanship;
- refrain from the use of profane, insulting, harassing or otherwise offensive language;
- refrain from any behaviour that constitutes harassment, where “harassment” is defined as a course of comment or conduct that is known or ought reasonably to be known to be unwelcome;
- refrain from any behaviour that constitutes sexual harassment, where “sexual harassment” is defined as deliberate or repeated, unsolicited sexually-oriented comments, anecdotes, gestures or conduct that i) are offensive and unwelcome, or ii) create an offensive, hostile or intimidating environment, or iii) can reasonably be expected to be harmful;
- abstain from consuming alcohol and non-medicinal drugs when working at or leading FGPC activities, programs, or events;
- if consuming alcohol in association with FGPC social events, do so responsibly;
- act in the best interests of FGPC;
- not knowingly place yourself in a situation that would give rise to a conflict between your personal interests and the interests of FGPC, where “conflict of interest” is defined as a situation where you, or an entity with which you are affiliated, has a real or perceived competing interest with FGPC’s activities. This competing interest may result in you, or the entity with which you are affiliated, being in a position to benefit from the situation or in FGPC not being able to achieve a result which would be in the best interest of FGPC;
- maintain the confidentiality of all information and records that are the property of FGPC and that are treated as confidential by FGPC, and not reveal or make use of such information until it becomes a matter of general public knowledge;
- be aware of the identity of FGPC’s sponsors, be supportive of their role as sponsors and refrain from displaying support for sponsors’ competitors when involved in FGPC activities, programs and events;
- use FGPC tangible and intangible assets, including equipment, computers, credit cards, email accounts, and logos, in a manner that is consistent with these Codes of Conduct.

### **Additional Code of Conduct for Coaches**

In addition to adhering to the General Code of Conduct, all coaches (for FGPC and independent programs) must:

- be mindful that the relationship between athlete and coach gives coaches the power to play an influential role in the personal as well as the athletic development of their athletes. Coaches must use such power carefully and not abuse it. Coaches can be influential through their behaviour and conduct, not only in conveying the values and image of their sport but also in projecting values for life;

- consistently display high personal and professional standards and project a positive image of their sport and of coaching;
- ensure a safe training environment by selecting activities and establishing controls that are suitable for age, experience, ability and fitness levels of athletes;
- be mindful of the safety of athletes under their direction at all times and adhere to the safety rules in force at training and competition sites;
- abide by the rules of racing, practice good sportsmanship, treat opponents and officials with respect both in victory and defeat, and actively encourage athletes to do so;
- refrain from public criticism of other coaches, especially when speaking to athletes or recruiting athletes;
- direct comments or constructive criticism at the athlete's performance rather than the athlete personally;
- if a team selection process is to be conducted, ensure that athletes are made aware of the details of the team selection process;
- actively assist in sustaining the present and future health of athletes by communicating and cooperating with registered medical practitioners in the diagnosis, treatment and management of injuries and other associated health or fitness problems;
- consider the future health and well-being of athletes as paramount when making decisions regarding an injured athlete's ability to continue training or competing;
- respect the confidentiality of an athlete's medical information and refrain from disclosing or discussing it with any person or entity other than the athlete, his or her health advisors and coaching staff without the express and/or implied consent of the athlete;
- accept and promote athletes' personal goals and, as need and opportunity arises, refer athletes to other coaches and sport performance specialists;
- in the case of minors, communicate and cooperate with the athlete's parents/guardians and involve them in decisions pertinent to the athlete's development where practical to do so;
- consider the academic pressures placed on student-athletes and conduct training and events in a manner that supports academic success;
- refrain from any behaviour or conduct that abuses the power imbalance inherent in the coaching position.

## Additional Code of Conduct for Directors

In addition to adhering to the General Code of Conduct, all FGPC directors must:

- be familiar with and comply with the British Columbia *Society Act* (to be replaced by the *Societies Act* effective November 28, 2016), under which FGPC is constituted,
- be familiar with and comply with FGPC's constitution and bylaws;
- act honestly and in good faith and in the best interests of FGPC (see section 25(1)(a) of the *Society Act*);
- exercise the care, diligence and skill of a reasonably prudent and informed person under comparable circumstances (see section 25(1)(b) of the *Society Act*);
- if a director is directly or indirectly interested in a proposed contract or transaction with FGPC, the director must fully and promptly disclose the nature and extent of the interest to the other directors, and must comply with the applicable provisions of the *Society Act* (see sections 27 to 29 of the *Society Act*).