

## **CROSS COUNTRY BC CODE OF CONDUCT AND ETHICS POLICY**

February 19, 2013

### **Definitions**

1. The following terms have these meanings in this Policy:
  - a) “*Individuals*” – All categories of membership defined in the CCBC Bylaws, as well as all individuals engaged in activities with CCBC, including but not limited to, athletes, coaches, race-officials, volunteers, directors, committee members, officers, managers and administrators.
  - b) “*CCBC*” – Cross Country BC.

### **Purpose**

2. The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within CCBC programs, activities and events, by making all Individuals aware that there is an expectation of appropriate behavior, consistent with the values of CCBC, at all times.
3. CCBC is committed to providing an environment in which all individuals are treated with respect. Further, CCBC supports equal opportunity and prohibits discriminatory practices. Individuals associated with CCBC are expected to conduct themselves at all times in a manner consistent with the values of CCBC that include fairness, integrity, open communication and mutual respect.
4. Conduct that violates this Code of Conduct and Ethics may be subject to sanction pursuant to CCBC’s policies and procedures.

### **Application of this Policy**

5. This policy applies to Individuals relating to conduct that may arise during the course of CCBC’s business, activities and events, including but not limited to, office environment, competitions, practices, training camps, travel, and any meetings.
6. This policy applies to conduct that may occur outside of CCBC’s business and events when such conduct adversely affects relationships within CCBC’s work and sport environment and is detrimental to the image and reputation of CCBC.
7. This code of conduct applies to all activities undertaken by CCBC at the national level, and in those cases where CCBC exercises authority over or sponsors activities below the provincial level (e.g.: clubs). Clubs of CCBC are strongly encouraged to implement a code of conduct similar to this one, to govern the conduct of individuals within their jurisdictions.

### **Responsibilities**

8. All Individuals have a responsibility to:
  - a) Maintain and enhance the dignity and self-esteem of CCBC Members and other Individuals by:
    - i. demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, gender, ancestry, color, 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 and members;
    - iii. consistently demonstrating the spirit of sportsmanship, sports leadership and

- ethical conduct;
  - iv. acting, when appropriate, to prevent or correct practices that are unjustly discriminatory;
  - v. consistently treating individuals fairly and reasonably; and
  - vi. ensuring that the rules of cross country skiing, and the spirit of such rules, are adhered to.
- b) Refrain from any behavior that constitutes harassment or assault, 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 behavior 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, innuendos or taunts;
  - iv. leering or other suggestive or obscene gestures;
  - v. condescending or patronizing behavior 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. physical or sexual assault;
  - ix. intimidation or bullying;
  - x. behaviors such as those described above that are not directed towards individuals or groups but have the same effect of creating a negative or hostile environment;
  - xi. retaliation or threats of retaliation against an individual who reports harassment.
- c) Refrain from any behavior that constitutes sexual harassment or assault, 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:
- 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. unwelcome sexual flirtations, advances, requests or invitations;
  - vii. persistent unwanted contact; and
  - viii. any behavior that may constitute sexual assault.
- d) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.
- e) In the case of adults, avoid consuming alcohol in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcoholic beverages in adult-oriented social situations associated with CCBC events.
- f) Respect the property of others and not willfully cause damage.
- g) Abstain from the use of non-approved drugs and performance-enhancing substances.

- h) Comply at all times with the Bylaws, policies, rules and regulations of CCBC, as adopted and amended from time to time.
- i) Adhere to all Federal, Provincial, Municipal or host country laws.

### **Coaches**

9. In addition to paragraph 7 above, **Coaches** have additional responsibilities. The athlete-coach relationship is a privileged one and plays a critical role in the personal as well as athletic development of their athletes. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches will at all times:
- a) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability and fitness level of athletes, including educating athletes as to their responsibilities in contributing to a safe environment.
  - 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) Communicate and cooperate with sport medicine professionals in the diagnosis, treatment and management of athletes' medical and psychological situation in order to avoid compromising the present and future health of athletes.
  - d) Under no circumstances provide, promote or condone the use of non-approved drugs or performance-enhancing substances.
  - e) Accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate and as opportunities arise.
  - f) At no time engage in an intimate or sexual relationship with an athlete aged 18 years or under and at no time engage in 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.
  - g) Where an athlete has qualified for a training camp, provincial team, national team, etc., the Coach will support the program, applicable coaching staff and CCBC.
  - h) Refrain from intervening inappropriately in personal affairs that are outside the generally accepted jurisdiction of a coach.
  - i) Act in the best interest of the athlete's development as a whole person.

### **Athletes**

10. In addition to paragraph 7 above, **Athletes** will have additional responsibilities to:
- a) Report any medical problems in a timely fashion, where such problems may limit the athlete's ability to travel, train or compete.
  - b) Participate and appear on time in all competitions, practices, training sessions, events, activities or projects.
  - c) Properly represent themselves and not attempt to enter a competition for which they are not eligible, by reason of age, classification or other reasons.
  - d) Adhere to CCBC's rules and requirements regarding clothing and equipment.
  - e) Abide by curfew regulations as defined by the coach responsible for the athlete.

## **Officials**

11. In addition to paragraph 7 above, **Officials** will have additional responsibilities to:

- a) Be fair and objective.
- b) Avoid situations which a conflict of interest may arise.
- c) Make independent judgments.