



ONTARIO SPEED SKATING ASSOCIATION CODE OF CONDUCT

PREAMBLE

The purpose in establishing a Code of Conduct is to articulate the norms of behaviour that are expected of members of the Association and those associated with OSSA and OSSA members when they are present or engaged in activities sponsored or sanctioned by the Association or in which the Association is otherwise involved.

It is not the intent of this Policy to try to dictate what an individual's lifestyle should be. The guidelines are designed to ensure that all concerned conduct themselves in a manner that protects the reputations and well being of the Association, its coaches, officials, administrators and athletes alike. The purpose of the Code is to identify clearly what is acceptable conduct and what is not. Also, the Code indicates that non-compliance may result in disciplinary action being invoked in accordance with the process outlined.

APPLICATION

This Code is applicable to all OSSA members and those associated with OSSA participating as:

- a) an athlete with an official Ontario team or squad or affiliated club;
- b) as a coach, manager or other designated personnel accompanying an official Ontario team or squad or affiliated club;
- c) or other members acting on behalf of the Association
- d) OSSA members attending and/or participating;

at any speed skating event or activity anywhere, whether funded or not by OSSA.

These guidelines also apply, where appropriate, to all OSSA members when representing their respective clubs at any speed skating event or activity. It is suggested that individual affiliated clubs adopt the Policy for its members when representing their respective clubs at speed skating events or activities.

General

When engaged in speed skating events or activities, persons covered by this Code should act in a manner that reflects respect for oneself, respect for the OSSA, and respect for others. As such, the Association expects adherence to the following guidelines:

- a) Team Leaders, coaches with the assistance of team managers, where applicable, are responsible for ensuring that athletes and those acting in a support role with Ontario teams conduct themselves in an appropriate manner;
- b) No one shall act in a manner that places, or that may be construed as placing, athletes or other team personnel at risk;
- c) Rude comments, gestures, foul and inappropriate language, or other forms of harassment are not acceptable;
- d) No one shall say or do anything that is designed to damage deliberately the well being, reputation or character of others, a member club or the OSSA;
- e) No one shall deliberately damage personal or public property or act in a manner that could result in such damage;
- f) No one shall deliberately injure another person or act in manner that could result in such injury;

Use of Alcoholic Beverages and Banned or Illegal Substances

- a) No one under the legal drinking age shall consume alcoholic beverages or be in a place in which only alcoholic beverages are served unless accompanied by the parent or guardian of the person in question;
- b) Athletes of legal drinking age must consult with the Team Leader/Coach **and** the team manager, where applicable, prior to consuming alcoholic beverages while participating as member of an OSSA sponsored team or squad. Notwithstanding this, in any case, such athletes may not consume alcohol in rooms where the team or squad is accommodated. Moreover, no one is to provide alcohol to anyone under the legal drinking age.

- c) No one is, knowingly, to use any banned or illegal substance, provide to others a banned or illegal substance or encourage the use of banned or illegal substances.

Excessive Noise

- a) All persons covered by this Code must observe any specific noise regulations of any public establishment and "quiet hours" rules of any private establishment in which they are staying.
- b) In any case, all persons covered by this Code are expected to exercise self-discipline at all times and to respect the rights of others who are also using the establishment.

Roles and Responsibilities

To ensure that the Code is followed, a team approach is essential. Protecting the well being of OSSA team personnel, including athletes, coaches, and other officially designated support personnel, is a collective responsibility. Nevertheless, the Team Leader/Coach is accountable for ensuring adherence to the Code at events or activities involving official Ontario teams or squads. Other coaches who form part of the support team at such events or activities will assist the Team Leader/Coach. Where a manager is also appointed, he or she will also assist the Team Leader/Coach.

The Team Leader/Coach and the Manager shall each submit a report to the Executive Director immediately following the event or activity providing details of any incidents and describing the circumstances where the Code has been any violated.

Observance of Curfews

The setting of curfews is a normal condition with respect to participation at speed skating events. Curfews will be established by the Team Leader/Coach in consultation with the Manager, where a manager has been appointed.

- a) All athletes must observe curfews that have been established;
- b) An athlete may request an exemption from the established curfew. Such a request must be discussed with the Team/Leader/Coach in consultation with the Manager.
- c) The Team Leader/Coach may approve an exemption following consultation with the manager. Curfews will be established taking into account the competition circumstances, the age of the athletes in question, and the considered well being of the athletes and other team personnel.
- d) The Team Leader/Coach may approve an exemption following consultation with the manager. Curfews will be established taking into account the competition circumstances and the considered well being of the athletes and other team personnel.

Room Sharing Policy

- a) It is the responsibility of the Manager to assign rooms. Where a manager has not been appointed, the Team Leader or Coach will exercise this responsibility.
- b) Athletes must occupy the rooms assigned to them by the Manager. The Manager, or as appropriate the Team Leader/Coach, must approve any changes to room assignments.
- c) Athletes must seek approval from the Team Leader or Coach in consultation with the Manager prior to inviting parents or relatives, non-team athletes or friends to share their room. Any self-invited guests must be reported to the Manager or Team Leader/Coach immediately.
- d) Except in extenuating or emergency circumstances, coaches and managers shall not share a room with an athlete. In any case, an effort must be made to secure verbal consent of the parents or guardians of any minor athletes.

Disciplinary Action

- a) Violations of the Code are subject to disciplinary action up to and including suspension of membership by the Board;

- b) In connection with an event or activity involving an official team or squad, the Team Leader/Coach in consultation with the Manager and other officially designated team personnel is responsible for taking any appropriate action. This may include loss of privileges at the event or activity and/or suspension from team at the event or activity.
- c) The Team Leader/Coach and the Manager shall submit reports to the Executive Director immediately following the event or activity, providing the details of any violation of the Code and how the matter was handled, including any specific action taken in respect of the violation.
- d) Violations may also be subject to disciplinary action by the Board which may include a letter of reprimand, loss of funding in whole or in part, suspension or dismissal from the Provincial Training Squad, or Canada Winter Games Development Squad or other OSSA sponsored teams or programs.
- e) In any case where compensation for damage to property is required, restoration of privileges will not take place until restitution has occurred.
- f) In cases where disciplinary action is being contemplated by the Board, the person and, in the case of a minor, the parents or guardian also, will be notified that disciplinary action is contemplated
- g) Parents and guardians will also be notified of incidents involving any disciplinary action that has taken place in connection with a specific event or activity.

Representations

With respect to any contemplated disciplinary action, the person or persons involved may make written representations to the Board not later than 15 days following receipt of notification by the Board that such action is being considered. The Board shall render its decision not later than 30 days following receipt of such written representations or following any verbal representations to the Board, if requested.