



OTTAWA GYMNASTICS CENTRE CODE OF CONDUCT AND ETHICS

Definitions

1. The following terms have these meanings in this Policy:
 - a) “*Individuals*” – Ottawa Gymnastics Centre (OGC) members, parents/guardians of OGC members, athletes, coaches, staff, spectators at OGC events, and OGC volunteers.

Purpose

2. The purpose of this Code of Conduct and Ethics is to ensure a safe and positive environment within OGC programs, activities and events, by making all individuals aware that there is an expectation of appropriate behavior, consistent with the values of OGC, at all times.
3. OGC is committed to providing an environment in which all individuals are treated with respect. Further, OGC supports equal opportunity and prohibits discriminatory practices. Members of OGC are expected to conduct themselves at all times in a manner consistent with the values of OGC that include leadership, safety, integrity, accountability, collaboration and excellence.
4. Conduct that violates this Code of Conduct and Ethics may be subject to sanctions pursuant to OGC’s policies related to discipline and complaints.

Application of this Policy

5. This policy applies to Individuals relating to conduct that may arise during the course of OGC’s business, activities and events, including but not limited to, office environment, competitions, practices, training camps, travel, and any meetings of OGC committees or the Board of Directors.
6. This policy applies to conduct that may occur outside of OGC’s business and events when such conduct adversely affects relationships within OGC’s work and sport environment and is detrimental to the image and reputation of the OGC.
7. Conduct arising within the business, activities and events of clubs or other organizations affiliated with OGC will be dealt with using the policies and mechanisms of such organizations.

Responsibilities

8. **All** Individuals have a responsibility to:
 - a) Maintain and enhance the dignity and self-esteem of OGC Members and other Individuals by:
 - i. Demonstrating respect to individuals regardless of body type, athletic ability, gender, ethnic or racial origin, sexual orientation, age, marital status, religion, 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;
 - vi. Ensuring that the rules of gymnastics, and the spirit of such rules, are adhered to.
- b) Refrain from any behavior that constitutes harassment, 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 about a person's looks, body, attire, age, race, religion, sex or sexual orientation;
 - 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. Unwanted physical contact including touching, petting, pinching or kissing;
 - ix. Unwelcome sexual flirtations, advances, requests or invitations;
 - x. Physical or sexual assault;
 - xi. 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; or
 - xii. Retaliation or threats of retaliation against an individual who reports harassment.
- c) Refrain from any behavior that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments, advances or conduct of a sexual nature.
- 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 OGC events.
- f) Respect the property of others and not willfully cause damage.
- g) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods.
- h) Comply at all times with the Constitution, Bylaws, policies, rules and regulations of the OGC, as adopted and amended from time to time.

Coaches

9. In addition to paragraph 8 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) 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 problems;
- d) Under no circumstances provide, promote or condone the use of 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 of under the age of 18 years 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 OGC.

Athletes

10. In addition to paragraph 8 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 OGC's rules and requirements regarding clothing and equipment.

Parents/Guardians and Spectators

11. In addition to paragraph 8 above, **Parents/Guardians** of OGC Members and **Spectators** at events will:

- a) Encourage athletes to play by the rules and to resolve conflicts without resorting to hostility or violence;

- b) Never ridicule a participant for making a mistake during a performance or practice;
- c) Provide positive comments that motivate and encourage participants continued effort;
- d) Respect the decisions and judgments of officials, and encourage athletes to do the same;
- e) Never question an officials' or OGC staffs' judgment or honesty;
- f) Respect and show appreciation to all competitors, and to the coaches, officials and other volunteers who give their time to the sport.

Disciplinary Measures

12. If it is determined that any Individual contravenes this Code of Conduct and Ethics they may be subject to disciplinary measures in accordance with the OGC's Discipline and Complaints Policy.